



OFFICE OF THE CONVENOR  
Internal Quality Assurance Cell (I.Q.A.C.)  
**JHANJI HEMNATH SARMA COLLEGE**

Established - 2004

JHANJI - 785683

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**Minutes of the Meeting and Action Taken Report**

**Session: 2016-17**

Date of the Meeting: 3<sup>rd</sup> August, 2016


**Members Present:**

1. Dr Manjit Gogoi, Principal/ Chairperson
2. Mr Bidyadhar Baruah, IQAC Coordinator
3. Mr Bireswar Neog, Vice Principal
4. Mrs Mamoni Borgohain, Ex-Officio Member
5. Dr Birinchi Kr Borah, Teacher Representative
6. Mr Rajiv Gogoi, Teacher Representative
7. Mrs Santana Dutta, Teacher Representative
8. Mr Akashjyoti Saikia, Teacher Representative
9. Mrs Navanita Bora, Teacher Representative
10. Mrs Minati Gogoi, Teacher Representative


**Agenda: Discussion on Effective Curriculum Delivery**

The House Opined:

1. To implement teaching plan as per course allotment by each department.
2. To arrange room allotment as per the number of students in major and general class for each department.
3. To provide necessary teaching materials as required by the department.

  
(Dr Manjit Gogoi)  
Chairperson  
Principal  
Jhanji H.N.S. College



  
(Mr Bidyadhar Baruah)  
Coordinator  
I.Q.A.C., J.H.N.S. College