

# PITHUBAR GIRLS' DEGREE COLLEGE, KHOWANG



P.O. Khowang Ghat :: Pin-785676  
Dist.-Dibrugarh (Assam)  
E-mail : iqacpgdc@gmail.com

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

*Mr. Horen Chamuah*

Principal (I/C)  
Mobile : 9954437683  
E-mail : pithubarcollegekhawang@gmail.com

*Asstt. Prof. Archona Saikia*

Co-ordinator  
Mobile : 9678510052  
E-mail : archonasaikia25@gmail.com

Ref. No. : .....

Date : .....

### NOTICE

Date: 24.08.2017

It is for the information of all concerned that there will be a core committee meeting of the IQAC to be held on 27-08-2017, Thursday at 2 pm in the teachers' common room to deliberate upon the items of the agenda mentioned below. Your presence in it would be highly appreciated.

#### Agenda:

1. Words of Welcome.
1. Submission of Action Taken Report on the resolutions of the previous meeting.
2. Suggestion for future courses of action.
3. Any other matter with the permission of the Chair

*Archona Saikia*  
24/08/17  
Co-Ordinator

IQAC

PGD College, Khowang

Co-ordinator  
IQAC, Pithubar Girls' Degree  
College, Khowang

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**Agenda:**

Date : .....

**IQAC Meeting Dtd 27/08/2017**

**Venue --Teachers' Common Room**

**Time 2pm**

1. Words of Welcome.
2. Submission of Action Taken Report on the resolutions of the previous meeting.
3. Suggestion for future courses of action.
4. Any other matter with the permission of the Chair.

  
27/08/17  
Principal I/c  
Pithubar Girls' Degree College  
Khowang

## **Proceeding of IQAC meeting held on 28-04-2017**

Venue—Teachers' Common Room

Time -2pm

Chairperson -- Mr Horen Chamuah (Principal i/c)

Explaining the objective of the meeting Mrs. Archona saikia, Co-Ordinator, IQAC, initiated the proceedings of the meeting. The meeting was chaired by Mr. Horen Chamuah, Principal (i/c) - cum -Chairperson, IQAC who laid before the meeting the agenda of the present session. The Co-Ordinator read out the proceedings of the last meeting.

The Co-Ordinator presented the Action Taken Report on the basis of the resolutions adopted in the last sitting of the meeting held on 30.10.2016.

**Submitted on 28/04/2017**

### **Action Taken Report of the IQAC meeting dated on 18/01/2017**

#### **Pithubar Girls' Degree College, Khowang**

1. Process for the installation of bio-matric device is going on.
2. Sessional examinations were conducted properly and marks were displayed in the departmental notice board.
3. Papers of sessional Examination are properly documented by all departments.
4. Different Sub-Committees were formed.
5. Seminars, Group Discussion were organized by different departments.
6. College website was activated
7. Workshop on NAAC assessment process was organized.

The meeting verified the Action Taken Report and accepted the same unanimously.

  
27/08/17  
Principal i/c  
Pithubar Girls' Degree College  
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Mobile : 9954437883  
E-mail : pithubarcollegekhowang@gmail.com

*Asstt. Prof. Archona Saikia*

Co-ordinator  
Mobile : 9678510052  
E-mail : archonasaikia25@gmail.com

Ref. No. : .....

Date : .....

### NOTICE

Date: 05.02.2018

It is for information to all the concerned members of the core committee of PGD College that an IQAC meeting will be held on 07-02-2018, Wednesday at 2 pm at teacher common room to discuss some important items mentioned below. Your presence is highly solicited.

#### Agenda:

1. Welcome address.
2. Action Taken Report on the proceeding of the 2<sup>nd</sup> IQAC meeting held on 27/08/2017
3. To fix a date for organizing national seminar
4. Any other.

*Archona Saikia*  
05/02/2018  
Coordinator

PGD Coll. Khowang  
IQAC, Pithubar Girls' Degree  
College, Khowang

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Co-ordinator

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Ref. No. : .....

Date : .....

### AGENDA of IQAC meeting held on 07/02/2018

Time -2pm

Venue—Teachers' Common Room

1. Welcome address.
2. Action Taken Report on the proceeding of the 2<sup>nd</sup> IQAC meeting held on 27/08/2017
3. To fix a date for organizing national seminar
4. Any other.

  
07/02/18  
Principal (I/C)  
Pithubar Girls' Degree College  
Khowang

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Ref. No. : .....

Agenda:

Date : .....

**IQAC Meeting Dtd 27/08/2017**

**Venue --Teachers' Common Room**

**Time 2pm**

1. Words of Welcome.
2. Submission of Action Taken Report on the resolutions of the previous meeting.
3. Suggestion for future courses of action.
4. Any other matter with the permission of the Chair.

  
27/08/17  
Principal I/c  
Pithubar Girls' Degree College  
Khowang