

Meeting of IGAC

Date: 7/06/2017





Place: IGAC Room

Day: Wednesday

Time: 2.00 pm.

Name of the Members

Signature

- | | | |
|---------------------|----------------|--|
| 1. Ashit Kr. Paul | President |  |
| 2. Satyabati Medhi | (Co-ordinator) |  |
| 3. Dilip Das | Members | |
| 4. Sitendra Deka | |  |
| 5. Mukut Pathak | | |
| 6. Manisha Mazumdar | | Manisha Mazumdar
 |
| 7. Shahidul Islam | | |
| 8. Jaya Medhi | | Jaya Medhi |
| 9. | | |

Agenda

1. Acceptance of the Chair by the President
2. Purpose of the meeting.
3. Presentation of resolutions of previous meeting.
4. Discussion about the Development of the IGAC room.
5. Discussion regarding conduct of cell-oriented workshop.
6. Others.

Today the 7th June 2017, Wednesday a meeting of IGAC had been held at IGAC room at 2.00 pm. in the presence of the above signed members of the IGAC.

room by the fund granted by UGC for developing the functions of IQAC. A discussion regarding the conduct of cell-oriented workshop has also been held in the meeting.

Accordingly following resolutions has been undertaken

Resolutions

- ① It is resolved that one Honda generator and xerox machine has to be purchased from this fund.
- ② It is resolved that the principal sir would provide Desktop and printer for IQAC.
- ③ It is resolved that a cell-oriented workshop would be conducted very shortly.
- ④ It is resolved that principal will handed money to the co-ordinator for conducting the workshop as she needed.

After taking this resolutions, giving thanks to all the president had closed the meeting.

With regards
Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia



ACTION TAKEN REPORT

Date of the Meeting	Decision Taken	Action Taken
07/06/2017	One Honda and 1 Zerox machine would be purchased	One Zerox Machine has purchased by Principal Sir
07/06/2017	Principal Sir would provide desktop and Printers to IQAC	Principal Sir provided a Desktop set to IQAC
07/06/2017	conducting of a cell-oriented workshop by IQAC.	IQAC has conducted a one day cell oriented workshop for the functioning of cells of IQAC



Sushyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia