

**OFFICE OF THE IQAC
BINANDI CHANDRA MEDHI COLLEGE, RAMDIA**

Minutes of the Meeting

Below are the Minutes of the Meeting held on 06/07/2023 at 11:00 AM at Room No-01

Members Present:

1. Dr. Ashit Kr. Paul - Chairperson cum Principal i/c
2. Md Shahidul Islam - Co-Ordinator, IQAC
3. Dr.Satyabati Medhi - Joint Co Ordinator, IQAC
4. Jaya Medhi - Member
5. Lalit Chandra Bharali - Joint Co Ordinator, IQAC
6. Saidur Rahman - Member
7. Hasnur Ali Choudhury - Member
8. Riten Chandra Medhi- Member
9. Dilip Das - Member
10. Ramen Das - Member
11. Akhil Pathak - Member
12. Dhanjyoti Baishya - G.S, Students' Union.
13. Dhanjyoti Talukdar - A.G.S.

Agenda:

1. Regarding the final preparation of NAAC Assessment.
2. Regarding the publication of ISBN Book.
3. Others.


Chair Person
Internal Quality Assurance Cell (IQAC)
B.C. Medhi College, Ramdia




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

Resolutions

1. It is resolved that the staff should be informed to attend in the college at least 10 (ten) days during summer vacation for the Admission of the It is resolved that New Session and NAAC related works.
2. It is resolved that the IQAC will be published an ISBN Book shortly. The publication Committee will be-

Advisors: Mr. Bimal Ch. Medhi (President, GB)

Dr. Ashit Kr. Paul (Principal I/c)

Conveners: Md Shahidul Islam, Co Ordinator, IQAC

Dr. Satyabati Medhi, Joint Co Ordinator, IQAC

Dr. Lalit Ch. Bharali , Joint Co Ordinator, IQAC

Members: Mrs. Jaya Medhi, Member, IQAC

Mr. Saidur Rahman, Member, IQAC

Mr. Ramen Das, Member, IQAC

3. The Editorial Board will select the name of the Book shortly and circulate the Brochure for paper collection from the faculty of the other colleges, universities and other institutions.


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R.C. Medhi College, Ramdia

ACTION TAKEN REPORT

Sl. No	Date of the Meeting	Resolutions Taken	Action Taken
01	06/07/2023	The staff members should inform to attend the college for Admission and the departmental works of NAAC Assessment.	Already Staff members are informed through Admission Notice.
02	06/07/2023	ISBN Book will be published shortly.	The process of circulation for paper collection is going on & the editorial board already applied for ISBN No.
03	06/07/2023	Editorial Board will select the name of the book shortly.	The name of ISBN Book has been selected as Replica by Editorial Board.


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