	GARGAON COLLEGE ESTD: 1959 Re-accredited by NAAC with B Grade Simaluguri - 785686, Sivasagar, Assam E-mail:gargaoncollege@rediffmail.comwww.gargaoncollege.org	Record No.:	
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Annual action taken report			

To,
The Principal,
Gargaon College

Sub: Annual action taken report of IQAC, 2016.

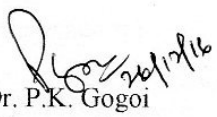
Sir,

As per decisions of the IQAC meetings annual action taken report is submitted for your kind consideration and necessary action. They are--

1. All relevant programmes had been included in the academic calendar prepared by Academic Development Committee.
2. To prepare the SSR notice had been served to the department to supply the necessary information to the IQAC.
3. The Cell had communicated the committees constituted to enhance the quality of the institution and found that the committees are working satisfactorily.
4. The Cell had communicated the Auditors team of Gauhati University and agreed to do academic audit in the month of November- December positively.
5. As per decision of the IQAC the Economics and Assamese departments had applied the Dibrugarh University for opening PG course in the institute.
6. The Cell had requested the departments and individual teachers to apply for financial aid to organize seminar, workshop, popular talk, conference.
7. Request letter had been dispatched to the departments and individual teachers to apply for research grants to research work.
8. Request letter had been dispatched to the teachers to publish the research papers in reputed journals having index numbers and impact factor.
9. Draft SSR had been prepared and placed in the IQAC meeting.
10. New feedback form had been prepared and collected from the stakeholders. An analysis is done.
11. The end semester examination result had reviewed and the information had been sent to the departments.
12. As per information from IQAC coordinator about the new procedure and revised A & A process declared by NAAC, the committee had decided to assess the institute as per new procedure after March, 2017.

13. The cell had reviewed the academic calendar and assessed the programmes organized by the college and decided to issue notices to the cell/committees to submit the progress report.
14. The cell had framed a new model data sheet of Internal Assessment marks and distributed the same to ensure uniformity in the assessment marks.
15. In addition, following programme had been organised by the college-

Sl. No.	Name of the programmes	Date
1	Republic Day programme	26 th January, 2016
2	Consultancy Programme	26 th February, 2016 (Session 2015-16)
3	Counseling Programme of Career Counselling	20 th February 2016
4	Career Opportunity for 6 th Semester Students	5 th February, 2016
5	Legal Awareness Programme	2 nd February, 2016
6	Popular Talk on Post Colonial Literature	5 th March, 2016
7	Sahitya Akademi Programme	14 th March, 2016
8	Self Defence Training Programme	23 rd March, 2016
9	Disaster Management Programme	23 rd June, 2016
10	Guardian Meet	2015-16
11	Independence Day Programme	15 th August, 2016
12	Gandhi Jayanti	2 nd October, 2016
13	Rashtriya Sankalpa Divas	30 th October, 2016


 Dr. P.K. Gogoi
 Coordinator, IQAC
Coordinator
IQAC
Gargaon College