

**GARGAON COLLEGE**

ESTD: 1959

Re-accredited by NAAC with B Grade  
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**Annual action taken report**

To,

The Principal,  
Gargaon College

Sub: Annual action taken report of IQAC, 2017.

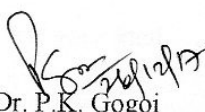
Sir,

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

1. The committee had reviewed the academic calendar prepared by ADC for the year 2017-2018 and accepted and distributed to the departments.
2. The committee had requested the departments to approach the funding agencies for financial aid to organize seminar, workshop, research projects etc.
3. A request letter had sent to the departments to bring notice to the IQAC about any discrepancies and shortcomings in teaching learning and evaluation process detected during the period for further communication to the higher authority for resolving the problem.
4. The IQAC had frequently update the information notified in NAAC website regarding ceasing of old format of SSR since 31<sup>st</sup> March, 2017 and decided to upload new ICT enable SSR format as early as possible.
5. The committee had finalized the best practices to be included in the SSR as per format of NAAC.
6. The IQAC was extensively worked to prepare the SSR so that A & A process could be completed within April, 2018 and submit the same in May-June window as per the new format
7. The cell had informed the departments about the preparation of A & A process so that they can prepare all necessary documents.
8. The cell had decided to obtain help from the faculty members to complete the SSR and A & A process thereof.
9. In addition, programmes hosted by the college are-

Sl. No.	Name of the programme	Dates
1	Nanotechnology, Nature and Societal impact	3 <sup>rd</sup> January, 2017

2	Republic Day	26 <sup>th</sup> January, 2017
3	Digital Literacy Program	11 <sup>th</sup> January, 2017
4	An Overview of quality management system vis-à-vis requirement of NAAC	11 <sup>th</sup> February, 2017
5	Capacity Building of Women Employees	12 <sup>th</sup> April, 2017
6	International Yoga Day	16 <sup>th</sup> June, 2017
7	Independence Day	15 <sup>th</sup> August, 2017
8	College Foundation Day	7 <sup>th</sup> Sept, 2017
9	Heritage Awareness Program	18 <sup>th</sup> Sept., 2017
10	26 <sup>th</sup> Tanu Konger Memorial All Assam Inter-College Debating Competition	16 <sup>th</sup> October, 2017

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