



Internal Quality Assurance Cell
MARIANI COLLEGE
(Affiliated to Dibrugarh University)
NAAC Accredited B+ Institute

Ref No.: MC/

Date: 20/08/2016

NOTICE

A Staff Meeting is scheduled on 23/08/2016 at 2:00 pm to discuss the following matters:

1. Regarding second cycle NAAC visit
2. Regarding the purchase of new books for college library
3. Any other relevant matter

Principal
Mariani College

Coordinator,
IQAC, Mariani College

COORDINATOR, IQAC CELL
Mariani College, Marani



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Ref No. MC/

Date: 23/08/2016

Minutes of the Staff Meeting held on 23/08/2016

A staff meeting was held on 23/08/2016 under the chairmanship of the Principal, Mariani College. The purpose of the meeting was stated by the coordinator, IQAC. The Principal announced the agenda and after the discussion, the following resolutions were taken unanimously.

Resolution no. 1

There was a discussion about the preparation for the 2nd cycle NAAC visit. A committee was formed to conduct the same.

Resolution 2

There was also another discussion about the purchase of new books for the college Library. The respective Heads of the Departments were requested to submit the names of the books required for purchase.

Resolution 3

The meeting resolved to submit the AQAR for the current academic year (2016-17) at the earliest.

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Signature Sheet: Meeting on 23-03-2016

Serial No	Name Of Attendee	Designation	Signature
1	D. J. Neog	Associate Professor	
2	Dr. Bani Bora	Associate Professor	
2	Manabi Gogoi	DO	
4	Borunda K. Bora	Associate Professor	
5	Ranjana Dutta	Associate Professor	
6	Dr. Anamika Gogoi	DO	
7	Lachit Gogoi	DO	
8	Mukim Chutia	Asstt. Professor	
9	R. L. Dutta	DO	
10	Jagjit Ch. Gogoi	DO	
11	Nivedita Sharma	DO	
12	Gautam Das	DO	
13	Minabi Borahkur	Associate Professor	
14	Dr. Mani Man Bora	Asstt. Professor	
15	Indranil Biswas	Associate Professor	
16	Barnabai Bori	Asstt. Professor	
17	Dhananjay Biswas	DO	
18	Kupalar Sengupta	DO	
19	Bibha Phukan	DO	
20	Ratan Kalvi	Office Asstt.	
21	Byron Gogoi	DO	
22	Aditya Sharma		

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Ref No. -MC/

Date: 16/02/2017

NOTICE

A Staff Meeting is scheduled on 17/02/2017 at 2:00 pm to discuss the following matters:

1. Regarding training programme of Computer education
2. Regarding skill development programme
3. Any other relevant matter


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Ref No. MC/

Minutes of the Staff Meeting held on 17/02/2017

Date: 17/02/2017

A staff meeting was held on 17/02/2017 under the chairmanship of the Principal, Mariani College. The purpose of the meeting was stated by the coordinator, IQAC. The Principal announced the agenda and after the discussion, the following resolutions were taken unanimously.

Resolution no. 1


The meeting emphasized about the necessity of ICT in the smooth functioning of the college. Hence, the members unanimously resolved to organize a computer training programme for the faculty members.


Resolution 2

The meeting stressed the need for skill development of the students. Hence, the members unanimously resolved to organize a one-day skill development workshop for the students.

Resolution 3

It was also decided in the meeting to subscribe to a few electronic journals through the library for the benefit of the teachers and students.


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Signature Sheet: Meeting on ...17.03.2017....

Serial No	Name Of Attendee	Designation	Signature
1.	Burnit Son	Assistant Professor	
2.	Bipin Borah	Associate Professor	
3.	Pandit Ho. Borah	Do	
4.	Achintya Saikia	Do	
5.	V. N. Biswas	Do	
6.	Anubhaya Bora	Assistant Professor	
7.	Nivedita Sharma	Do	
8.	Dr. Suprabha Das	Do	
9.	Dr. Mani Mani Bora	Do	
10.	Haren Saikia	Do	
11.	Khushi Ch. Bora	Do	
12.	Ranjana Bora	Do	
13.	Mahim Chutia	Do	
14.	D.K. Pandey	Associate Professor	
15.	Lachit Gogoi	Do	
16.	Dr. Manan Gogoi	Do	
17.	Dr. Bani Bora	Do	
18.	Bhawanika Bori	Asst. Professor	
19.	Rupisati Dutta	Office Asst.	
20.	Prananta Handique	Group DR	
21.	Entanjit Baruah	Office Asst.	


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Ref/No...36C/

Date: 08/05/2017

NOTICE

A Staff Meeting is scheduled on 10/05/2017 at 2:00 pm to discuss the following matters:

1. Regarding Mentor-Mentee List
2. Regarding Teachers' Diary and Teachers' Handbook
3. Any other relevant Matter

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Ref No.../MC/

Date: 10/05/2017

Minutes of the Staff Meeting held on 10/05/2017

A staff meeting was held on 10/05/2017 under the chairmanship of the Principal, Mariani College. The purpose of the meeting was stated by the coordinator, IQAC. The Principal announced the agenda and after the discussion, the following resolution was taken unanimously.

Resolution 1


The respective Heads of the Departments were asked to submit the list of mentors and mentees.


Resolution 2

It was decided that the individual teachers' diaries and handbooks are to be maintained and be submitted to the respective heads of the departments regularly.

Resolution 3

The meeting also resolved to look into the condition of the Girls' toilets as a response to the complaint raised by the Girls' common room secretary.


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Signature Sheet: Meeting on ... 10.05.2017 ...

Serial No	Name Of Attendee	Designation	Signature
1.	D. J. Nazog	Associate Professor	[Signature]
2.	Dr. Manabji Gogoi	Do	[Signature]
3.	Nivedita Sharma	Asstt. Professor	[Signature]
4.	Kunjam Dutta	Associate Professor	[Signature]
5.	Dr. Horan Goswami	Do	[Signature]
6.	Bonamuli Borah	Asstt. Professor	[Signature]
7.	Dr. Man Man Borah	Do	[Signature]
8.	Lachit Gogoi	Associate Professor	[Signature]
9.	Minati Borah	Do	[Signature]
10.	Bikash Dutta	Asstt. Professor	[Signature]
11.	Kundan Harbomika	Do	
12.	Banata Kr. Borah	Do	[Signature]
13.	Dr. Gausse Bab	Do	
14.	Archana Saikia	Do	
15.	Arupomali Borah	Do	[Signature]
16.	Rajib Lachan Dutta	Do	
17.	Bibila Phukan	Do	
18.	Kulam Kaini	Office Asstt.	
19.	Satrajit Buragohain	Do	
20.	Lohit Buragohain	Guide B	
21.	Bindee Buragohain	Do	

[Signature]
 Principal
 Mariani College

[Signature]
 Coordinator, IQAC
 Mariani College
 COORDINATOR, IQAC CELL
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