



OFFICE OF THE PRINCIPAL

PUB-KAMRUP COLLEGE

P.O.- BAIHATA CHARIALI

DIST.- KAMRUP (ASSAM), PIN- 781381

E-mail : principal@pubkamrupcollege.org

Phone : 03621-286300

Ref

Dt 6-4-2024

ORDER

This is for information to all the under mentioned faculties that as per the DHE Notification No Ecf No:443667/31-A dated Kahilipara, 4th April, 2024, an Academic Monitoring Committee has been constituted in the following structure.

Chairperson: Dr Bhupen kumar Sarma, Principal

Vice- Chairperson: Mr. Narayan Goswami, Vice-Principal

Convener: Miss Rina Deka, HoD cum Associate Professor of Mathematics

Members:

1. Dr. Khagen Das, Coordinator, IQAC
2. Dr. Julie Saikia, HoD cum Associate Professor of Physics
3. Mr Montu Saika, HoD cum Associate Professor of English
4. Dr. Babita Das, HoD cum Associate Professor

The Committee is requested to start the course of actions as per the said notifications with immediate effect.

With Regards

(Dr. Bhupen Kumar Sarma)

Principal

Pub Kamrup College

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Ref: PKC/AMC/MIN/2024/01

Date: 10-04-2024

Minutes of Academic Monitoring Committee meeting held on 08-04-2024 under the Chairmanship of Dr. Bhupen Kumar Sarma, Principal, Pub Kamrup College

1. The meeting has decided to submit the required documents such as Master Time Table, Minutes of Academic Monitoring Committee, etc., to the Director of Higher Education, Govt. of Assam as per the Letter No: Ecf-443667/31-A dated Kahilipara the 4th April, 2024. Accordingly, it has been decided to advice all the departments to submit the detailed Class routine as required along with the number of students of each class.
2. The meeting has decided to monitor and assess the academic functioning as per the teaching plans, lesson plans and Examination results through the departmental interactions.
3. The meeting has decided to request all the departments for organizing departmental meeting monthly basis (such as just before commencement of Semester classes, at the end of semester classes and after the declaration of semester result) to discuss and analyze academic progression, result, etc., and submit the minutes to the Academic Monitoring Committee.
4. The meeting has decided to analyze the departmental minutes in Academic Monitoring Committee and to provide necessary suggestion for academic progression and to submit the minutes of Academic Monitoring Committee to the Director of Higher Education, Govt. of Assam within stipulated time.


10/04/2024

Principal
Pub Kamrup College
P.O. Baihata Chariali