

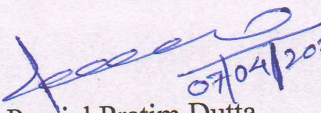


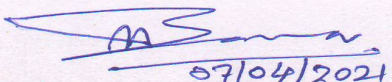
MINUTES OF THE MEETING HELD ON 06/04/2021

A meeting was convened on 06/04/2021 at 2 PM at the IQAC chamber under the chairmanship of the president of IQAC and Principal of the college, Dr. Utpal Sarma. After discussion, the following decisions were unanimously taken:

- The Annual Quality Assurance Report would be prepared within May, 2021. The supporting documents to be uploaded in each criteria of the AQAR are to be countersigned by the Principal.
- Dr. Laba Handique, Assistant Professor, Department of Mathematics and Statistics and Ms. Sangita Das, Assistant Professor, Department of Banking will be entrusted the responsibility of supervising the college shop "Campus Needs". They will also assist in various activities of the IQAC.
- The new enterprise "Campus Needs" will be registered under Cooperative Society, Golaghat and Ms. Junti Duarah, Assistant Professor, Department of Hindi and Ms. Himadri Gogoi, Assistant Professor, Department of English will undertake the process of registration.
- The shop "Campus Needs" would be inaugurated on 8th April, 2021 at 11.30 AM.
- A stock register for the transactions of the shop should be maintained.
- At present the bank account of IQAC would function as the bank account of "Campus Needs".
- The following prices have been tentatively fixed for certain products and services of "Campus Needs".

Sl. No.	Product/Service	Price
1	Photocopy	Rs. 2/page
2	Photocopy	Rs. 3 for both sides
3	Colour Printout	Rs. 8/page
4	Colour Printout	Rs. 15 for both sides
5	Passport Size Photos (6 copies)	Rs. 20
6	Stamp Size Photos (10 copies)	Rs. 20


Date: 07/04/2021
Dr. Pranjal Pratim Dutta
Coordinator, IQAC
Golaghat Commerce College


Date: 07/04/2021
Dr. Utpal Sarma
Principal
Golaghat Commerce College

Coordinator
IQAC
Golaghat Commerce College

Principal
Golaghat Commerce College
Golaghat