



MANOHARI DEVI KANOI GIRLS' COLLEGE

DIBRUGARH - 786 001, ASSAM

মনোহাৰী দেৱী কানৈ মহিলা মহাবিদ্যালয়, ডিব্ৰুগড়, অসম।

REF: MD/AC/DC/2023/NO.2373(A).DATE: 14-06-2023

Academic Committee of the college has been constituted with the following members w.e.f. 15-06-2023 for the next 3 years. The committee will look after the Academic aspects of the college.

- Chairperson : Dr. Manashi Sarma, Vice Principal
Coordinator : Dr. Adity Saikia, Assoc. Prof. Dept. of Hindi
Members : Purnima Chutia, Assoc. Prof. Dept. of Mathematics
: Aniruddha Dutta, Assoc. Prof. Dept. of Assamese
: Dr. Moutusi Bagchi, Assoc. Prof. Dept. of Geography
: Mousumi Bordoloi, Asst. Prof. Dept. of Sociology
: Dr. Mandira B. Saikia, Asst. Prof. Dept. of Home Science

This is for information of all and their kind cooperation.

Principal
MDKG College, Dibrugarh



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Minutes of the meeting held on
17th June, 2023.

PAGE NO. _____
DATE 17 06 23

A meeting of Academic Committee was held to discuss about implementation of ADD ON courses offered by our college for the session 2023-24.

Minutes: Dr M. Sharma, informing the members present about the objective, called for suggestions from the members. She stated that although resolution was taken in a general meeting to make the course mandatory for the newly admitted UG students (session 2023-24), it will not be ^{justified} ~~imposed~~ to impose ~~on~~ this new batch ^{they have} to study 7 subjects in the 1st semester and therefore the course may be made mandatory for 5th sem students. All the members agreed to it.

Resolution:

1. It was resolved that ~~the office~~ all the HODs will be told to inform the 5th semester students about the ADD ON courses. ~~and~~
2. No of seats allotted for each of the course will be 32.
3. There may be variations in the allotment depending on the choice of the students.

Name	Signature	Date
1. Purnima Chutia		17/6/2023
2. Montusi Bagchi		17/6/23
3. Mandira B. Saha		17/6/23
4. Abhishek P. Geli		17/6/23
5. Anindolha Dutta		17/6/2023
6. Manishu Barua		17/6/2023
7. Karmashi Sharma		17/6/23



Meeting of Academic Committee,
H.D.K.G. College.

A meeting of the members of the Academic Committee was held on 17th January, 2024, in Vice Principals' Room at 11 am.

The agenda of the meeting was:

- ① Finalisation of the schedule of Annual College Week
- ② Preparation and approval of Master Class Routine
- ③ Class Allotment to the faculty members by the department
- ④ Allotment of classrooms in newly constructed building.
- ⑤ Adjustment of classes in view of ensuring H.S Final Examination, 2024 and Gunotsav, 2024.

RESOLUTION ADOPTED:

- ① The meeting finalised the schedule of Annual College Week to be held from 18th-25th January, 2024.
- ② Master Routine prepared by Routine Committee was approved after certain modification. However, it was resolved that both the faculty members and the students may contact the Vice Principal if they face any problem in respect of maintaining class schedule and the Academic Committee will subsequently consider the same.
- ③ All the departments shall have to be notified to submit their individual class allotment accounts of each faculty members immediately.
- ④ Allotment of rooms in the newly built building shall be according to the need of the departments. Priority is given to the Assamese department having P.G. Courses.
- ⑤ The HODs are to be notified well ahead to adjust the classes in view of ensuring Gunotsav and H.S Final Year Examination, 2024. Regular classes will be cancelled and classrooms are to be reallocated.

Minutes of the meeting of the _____
_____ during the exam period so that the classes are not hampered.

Members present:

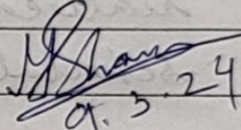
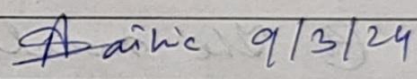
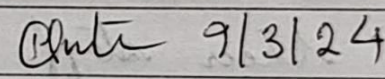
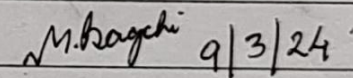
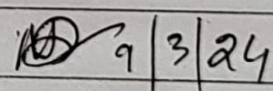
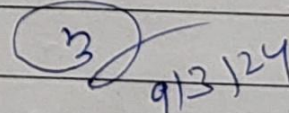
- (1) Dr. Manashi Sharma Sharma
17.1.24
- (2) Dr. Aditya Saikia Saikia 17/1/24
- (3) Dr. Moutusi Bagchi M. Bagchi 17/01/24
- (4) Purnima Chutia Chutia 17/1/24
- (5) Anisuddha Dutta ~~_____~~
- (6) Mouskumi Bordoloi 17/01/2024
- (7) Dr. Mandira ^{Barthakur} Saikia 17/1/2024



Minutes of the meetings of the Academic
Committee, MDKG College, held on 9.3.2024
Venue: Vice Principal's Chamber,
Time: 2 PM.

- Agenda:
- ① Problems faced in respect of conducting Value Added Course, solution thereof
 - ② Completion of courses by 31st March, 2024
 - ③ Reallocation of classrooms in view of requisition of part of college building by District Election Office.
 - ④ Adjustment of teaching staff in view of ^{engagement} of a section of teachers in Election Duty.

Members present:

- ① Dr. Manashi Sharma  9/3/24
- ② Dr. Aditya Saikia  9/3/24
- ③ Purvima Chutia  9/3/24
- ④ Dr. Mantasi Bagehi  9/3/24
- ⑤ Aniruddha Dutta
- ⑥ Monshumi Bordoloi  9/3/24
- ⑦ Dr. Masidura B. Saikia  9/3/24

RESOLUTIONS:

- ① The meeting decided to urge upon the college authority to recruit faculty to run the VAC classes in coming session w.e.f. July, 2024.
- ② The meeting resolved to instruct the teaching

departments to complete course curricular of 2nd, 4th and 6th semester (wherever applicable) before Pihu Vacation and Poll date are announced, since Dibrugarh University is likely to announce its end semester Exam from 1st week of May, 2024.

The departments shall also have to be notified to complete the sessional Exams as early as possible and complete the process preferably before Pihu holidays.

③ The meeting, after certain modifications suggested, reallocation of classrooms during the training period scheduled from last week of March, 2024.

④ The meeting urged upon the teaching department to take necessary steps for adjustment of their staff in view of engagement of a section of teaching staff in Election Duty.

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Principal
 Manohar Devi Kanoi Girls' College
 Dibrugarh