



**OFFICE OF THE PRINCIPAL**  
**GOALPARA COLLEGE: GOALPARA**

Recognised by UGC under section 2(f) and 12(b) of U.G.C act of 1956  
(A NAAC Accredited Grade B Institution)

P.O. & Dist: Goalpara, Assam,  
PIN - 783101.

Dr. Subhash Barman, M.A., Ph.D.  
Principal & Secretary/DDO,  
Goalpara College, Goalpara.

Phone: 91 73990 02231  
College E-mail ID : goalparacollege55@gmail.com  
College Website : www.goalparacollege.ac.in

Ref. No. GC/Notice/1608/2022

Date : 03-01-2022


**NOTICE**

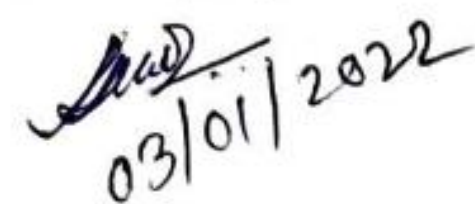
All the Heads of Depts. are hereby requested to undertake the following activities, record all academic activities and submit those whenever required by the IQAC or the authority.

1. All Depts. shall sign MoUs with relevant public/private bodies to undertake various academic, vocational and other relevant activities which will contribute to the future career of the students.
2. All Depts. shall make necessary arrangements for the career counselling and guidance of the students.
3. All Depts. shall create separate digital databases for Question Bank and SLM. Bank
4. All Depts. shall submit a weekly academic report to the office of the Principal.
5. All Depts. shall make adequate arrangements for Remedial coaching for slow as well as advanced learners.
6. All Depts. shall make arrangements for faculty/students exchange programme.
7. All Depts. shall organise quiz/debate/group discussion programs for students.
8. All Depts. shall celebrate/observe important discipline-relevant days.
9. All Depts. shall organise alumni meet : at least one online meet every six month and one offline meet every year.
10. All Depts. shall organise parent-teacher meet at least Two meets in a year.
11. All depts. shall keep records of all activities and events in the form of digital archives.

Copy :

1. To all Head of the Departments Compliance and monitoring
2. Notice Board
3. Website for publicity.
4. H/A
5. Accountant
6. Coordinator Mentor Mentee
7. Coordinator IQAC
8. College File

  
(Dr. Subhash Barman)  
Principal/D.D.O.,  
Goalpara College, Goalpara.  
Principal/DDO  
Goalpara College, Goalpara

  
03/01/2022