

# Internal Quality Assurance Cell



**CHANDRA KAMAL BEZBARUAH COLLEGE, TEOK**

P.O.: Jogduar, Teok

Dist.: Jorhat – 785112 (Assam)

Website: - <http://www.ckbcollegeateok.com/>

E-mail: - [info@ckbcollegeateok.com](mailto:info@ckbcollegeateok.com)

☎ : 0376-2396491

Dr. Bijoy Krishna Pachani, M.A., PhD.,

Chairperson

☎ : +9199544-51040 ( )

Email: [bkpachani@gmail.com](mailto:bkpachani@gmail.com)



**Dr. Binoy Broto Rajkhowa**  
Associate Professor Dept. of Economics  
Coordinator

☎ : +91-8011-581756

Email: [ckbteokiqa@gmail.com](mailto:ckbteokiqa@gmail.com)

Ref:- IQAC/CKBC/2021/443

Date:- 1/10/2021

## Notice

All the HODs are hereby requested to follow the following guidelines in conducting the First Sessional Examination of B.A./B.Com 5<sup>th</sup> semester to be held on **7<sup>th</sup> and 8<sup>th</sup> October, 2021.**

### Guidelines:

- The Question paper will be of 20 Marks.
- The Question paper should contain at least 2 essay type questions carrying 10 marks each.
- All Departments will conduct the examinations in the allotted rooms mentioned in the class routine.
- Setting of question papers, printing and collection of answer scripts from examination room will be done by concerned departments.
- All HODs will inform the students beforehand about the time schedule fixed by the departments for the examination of the Core and DSE courses
- Examinations of the core courses will be held on **07/10/2021.**
- Examination of the DSE courses will be held on **08/10/2021.**

Dr. Binoy Broto Rajkhowa

Co-ordinator IQAC

Copy to:-

- Principal, Chairperson IQAC for information
- The Rector for information
- ✓ All HODs
- Notice for circulation

C for information

16/12/21

Monika Mili

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Ref:- 1344 CKBC/2022/467

Date:- 27/4/22

## Notice

The coordinators of various Diploma and Certificate Courses are requested to conduct the Examination of respective courses on 30<sup>th</sup> April, 2022 as per following schedule.

**Time of the Examination: (To be completed inbetween 10Am to 1 P.M.)**

Sl. No	Name of the Course	Room Alloted	Coordinators	Signature
1	Computer Hardware Maintenance and DTP	-	-	-
2	Cutting and Tailoring	-	Dr. Karabi Gogoi	-
3	Electrician	-	-	-
4	Food Processing and Preservation	36	Dr. Anita Sarma	-
5	Horticulture	21, 6, 33	Dr. B. B. Rajkhowa	-
6	Maintenance of Refrigeration and Air Conditioning Equipments and Other Household Appliances	9	Dr. Abhijit Bhuyan	-
7	Metal Fabrication	-	Mr. M. Youah	-
8	Piggery and Fishery Course	37	Dr. J. Pathok	-
9	Plumber and Bathroom Fitting	8	Dr. G. Das	-
10	Retail Management	-	-	-
11	Skin Care and Beautician	29	Mrs. Yasmin Khan	-
12	TV Repairing Course	1	Dr. Moyuri Chetiya	-

Copy to

1. Principal, Chairperson, IQAC
2. The Rector
3. Coordinators, All Courses, C.K.B College Teok
4. Guard File

(Dr. Binoy Brot Rajkhowa  
Coordinator (IQAC))



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Date:- 29/4/2022

Ref:- 19AC/CKBC/2022/468

## NOTICE

The following faculty members are appointed as invigilators in the Diploma Course in Horticulture Examination 2020 to be held tomorrow (30/04/2022) at 11 a.m. as per the schedule below.

Name of the Invigilator	Shift/Time of the Examination	Room No	Signature
Mrs. Mainu Teranpi	11.00 a.m. to 1.00 p.m.	33	
Ms. Monika Mili	Do	21	
Mr. Binod Chetry	Do	21	
Mrs. Mayashree Buragohain	Do	6	
Ms. Pallabi Bhattacharyya	Do	6	

Copy to

1. Principal, Chairperson, IQAC
2. The Rector, for information
- ✓ 3. Person Concerned
4. Guard File

**Dr. Binoy Broto Rajkhowa**  
Coordinator (IQAC)

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Ref: IQAC CKBC 2022 469

Date:- 02/05/2022

## NOTICE

It is hereby notified that Monika Mili, Assistant Professor, Department of Political Science and Dipen Patra, Assistant Professor, Department of Education have been appointed as co-ordinators for conducting the **1<sup>st</sup> Sessional Examination of B.A/B.Com 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Semester** scheduled to be held on **9<sup>th</sup> and 10<sup>th</sup> May 2022**. The co-ordinators are requested to fulfill the following duties and responsibilities:

1. Preparation of the Examination Programme
2. Collection of question papers from HODs on or before **06/05/2022**.
3. Submission of requisite number of question papers to concerned department.
4. Seat Plan for the examination
5. Allotment of Invigilation Duty
6. Collection and distribution of the Answer Scripts to the concerned department
7. Any other Exam related matters

Further, all HODs are requested to submit the question papers to the Co-ordinators on or before **06/05/2022**.

Dr Binoy Brot Rajkhowa

Co-ordinator IQAC

C.K.B. College, Teok

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- ✓ 5. All HODs
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