

WEBSITE MANAGEMENT AND DEVELOPMENT COMMITTEE

LCB COLLEGE, MALIGAON, GUWAHATI-11

Date: 23-05-2023

A meeting of the Committee is held today to discuss on the following issues

- a. Regarding Up-gradation of the Website.
- b. To make interface design Changes
- c. Adding additional features
- d. AOB

Members Present (Full Signature)

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| 1. | | 2. | Ripon 23/5/2023 |
| 3. | Bachan Kumar Ahluwalia 23/5/23 | 4. | MJ 23/5/23 |
| 5. | Jitendra Goswami 23/5/23 | 6. | MD/Am 23/5/23 |

Following resolutions are adopted in today's meeting

1. The committee discussed about the design interface of the website in detail and requested the coordinator of the Committee to take up the matter with the SS Technologies and do things accordingly.
2. Features like Internal Committee and Grievance redressal buttons may be added in the website.
3. The coordinator is requested to call for a meeting with the teaching and non teaching staff of the College for future action plans related to our College website

WEBSITE MANAGEMENT AND DEVELOPMENT COMMITTEE

LCB COLLEGE, MALIGAON, GUWAHATI-11

Date: 1-12-2023

A meeting of the Committee is held today to discuss on the following issues

- a. Features & Facilities to be added or removed from the website
- b. Data feeding mechanism in the Website.
- c. Regarding College's own web-mail
- d. AOB

Members Present (Full Signature)

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| 1. | | 2. | Ritesh 1/12/23 |
| 3. | Farooq 1/12/23 | 4. | MJ 1/12/23 |
| 5. | Jiblee Josua 1/12/23 | 6. | Aban 1/12/23 |

Following resolutions are adopted in today's meeting -

1. The Committee resolved to make the following changes in the Website
 - a. Make a tab as online service and put all the teacher and students activity in that tab
 - b. Each important documents must be placed under IQAC tab
 - c. Contact information of the College must be added under About Us
2. The Committee resolved to propose the College authorities to adopt a robust mechanism for feeding of data in to the website regularly.
3. The Committee resolved to propose the college authorities for creating College's own e-mail domain.