

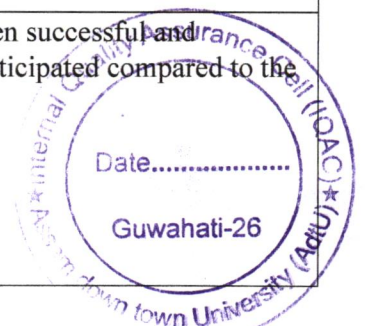


Assam down town University

Established under The Assam Act No. VIII/ 2010, Gazette No. LGL. 9/2010/11

Action Taken Report of 8th IQAC meeting dated 1st January 2021

MINUTES OF IQAC MEETING	
AGENDA:	ACTION TAKEN:
Approval of Academic Calendar for even semester	<ul style="list-style-type: none">Academic calendar for the even semester is being followed and monitored.
Approval of Sports and Cultural activity calendar for the academic year	<ul style="list-style-type: none">Sports and Cultural activity calendar is being followed and monitored.
Resolution of action taken of previous year Academic and Administrative audits (AAA)	<ul style="list-style-type: none">Implementation of resolutions on observations of Academic and Administrative audit 2021-22 is complete
Resolution of grievances from previous year ICC, Grievance, Anti-Ragging etc	<ul style="list-style-type: none">Constitution of special committee to develop SOP illustrated in circular with memo no. AdtU/R/2021/182AICC feedback and suggestion as illustrated in circular bearing memo no AdtU/R/2021/090A, resolution on MOM dated 23rd March 2021, Reconstitution of ICC Committee as illustrated in circular with memo no. AdtU/R/2021/220A
Previous Academic year placement percentage	<ul style="list-style-type: none">Placement drives and campaigns have been successful and increasing number of companies have participated compared to the previous year.

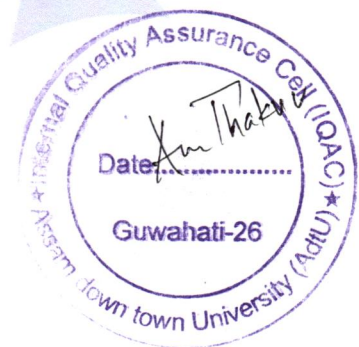




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Application for NIRF	<ul style="list-style-type: none">• Submission of Data for NIRF ranking 2020 is complete
Participation in FDP's, conferences, seminars, workshops etc.	<ul style="list-style-type: none">• Increase in participation of FDP's, conferences, workshops etc compared to previous academic year
Initiatives in Research	<ul style="list-style-type: none">• Consistent efforts helped more than double the funding from sanctioned projects through govt bodies compared to previous year• Diverse array of startups has been incubated and is steadily increasing• Increased patent awarded/granted compared to previous year
Extension & Outreach	<ul style="list-style-type: none">• Increase participation and number of extension activities conducted compared to previous year





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COMMITTEE NAME	DATE	TIME AND VENUE		
9 th IQAC Meeting	01-06-2021	Council Room, AdtU		
MEETING NO.:9				
The following members attended the meeting:				
Sl No	Name of Person	Designation	Position	Signature
1	Prof. (Dr.) Narayan Chandra Talukdar	Vice Chancellor	Chairperson	
3	Prof. Bandana Dutta	Dean of Studies	Member from Management	
2	Mr. Anjan Thakur	Director, IQAC	Coordinator	
4	Ms. Deepali Borthakur	Academic Officer, IQAC	Member	
5	Prof. (Dr.) Deben Chandra Baruah	Advisor, IQAC	Member	
6	Mr. Ashim Barman	Additional Registrar	Administrative Member	
7	Mr. Nitul Jyoti Das	Deputy Registrar Academic		
8	Dr. Someswar Goswami	Controller of Examination		
9	Prof. (Dr.) B. K Dey	Dean, Faculty of Pharmaceutical Science	Senior Faculty Members/ Academic Heads	
10	Prof. Manashi Sengupta	Dean, Faculty of Nursing		
11	Prof. (Dr.) Sunandan Baruah	Dean, Faculty of Engineering		
12	Prof. (Dr.) Seema Sarma	Dean, Faculty of Commerce and Management		
13	Prof. (Dr.) Abhijit Dutta	Dean, Faculty of Paramedical Sciences		
14	Dr. Rajeev Sarma	Dean, Faculty of Science		
15	Prof. (Dr.) Seema Sarma	Dean (i/c), Faculty of Humanities and Social Sciences		
16	Mrs. Manika Bora	Deputy Manager, HR	Nominee Stakeholder	



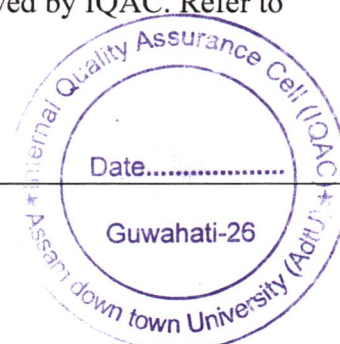
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17	Prof. (Dr.) Mohan Chandra Kalita	Founder Head Department of Bioengineering & Technology Gauhati University Institute of Science & Technology (GUIST), Gauhati University	Nominee from Local Society	
18	Dr. Bapi Ray Sarkar	HoD, Department of Pharmaceutical Sciences, University of North Bengal	Nominee from Alumni	
19	Mr. Biprojit Paul	AdtU/2017-21/BParm/049	Nominee from Students	
20	Mr. Nilotpal Borah	Managing Director, Tech Variable	Nominee from Employer	
21	Mr. Dipankar Dutta	Founder, CEC (The Oldest and Largest Educational Establishment in NE India.)	Nominee Industrialist	

MINUTES OF IQAC MEETING

ITEMS:	DISCUSSIONS:
Review of previous meeting	<ul style="list-style-type: none">General review of the previous meeting dated 01/01/21 was done and any gaps/shortfalls were identified and strategized accordingly. Action taken report of previous meeting is attached as Annexure A
Approval of Academic Calendar for the odd semester	<ul style="list-style-type: none">Academic Calendar for the odd semester has been approved by the Academic Council and received by IQAC. Refer to Annexure I
Approval of Sports and Cultural activity calendar for the academic year	<ul style="list-style-type: none">Sports and Cultural activity calendar for the academic year has been approved and received by IQAC. Refer to Annexure II

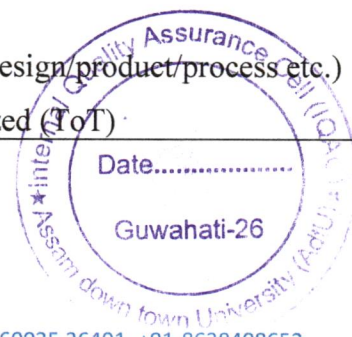




Assam down town University

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Resolution of action taken of previous year Academic and Administrative audits (AAA)	<ul style="list-style-type: none">Academic and Administrative Audit for the year 2021-22 is being planned.
Resolution of grievances from previous year ICC, Grievance Redressal, Anti-Ragging etc	<ul style="list-style-type: none">Grievance to be handled as per SOPPreventive action such as awareness campaigns on anti-ragging is being plannedICC activities are being planned
Placement drive for the upcoming semester	<ul style="list-style-type: none">Placement activities for the upcoming semester is being planned
Application of NIRF	<ul style="list-style-type: none">Submission of NIRF Rankings 2021 is planned.
Participation in FDP's, conferences, seminars, workshops etc.	<ul style="list-style-type: none">Members of the committee are requested to increase their efforts in increasing the participation of faculties in attending seminars, conferences, workshops etc and ensure an increasing trend year on year.
Initiatives in Research	<ul style="list-style-type: none">Members need to proactively invest in efforts to double the funding from various sanctioned projects offered by prominent govt establishmentsIncrease the efforts in incubating diverse array of start-ups inside the campusIncrease the number of patents (design/product/process etc.) granted/awarded or commercialized (ToT)





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Extension & Outreach	<ul style="list-style-type: none">• In its efforts to serve the community, the University needs to increase the number of outreach/extension activities and increase student participation in such activities
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