

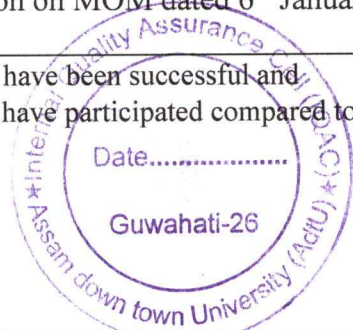


# Assam down town University

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

## Action Taken Report of 10<sup>th</sup> IQAC meeting dated 1<sup>st</sup> January 2022

MINUTES OF IQAC MEETING	
AGENDA:	ACTION TAKEN:
Approval of Academic Calendar for even semester	<ul style="list-style-type: none"><li>Academic calendar for the even semester is being followed and monitored.</li></ul>
Approval of Sports and Cultural activity calendar for the academic year	<ul style="list-style-type: none"><li>Sports and Cultural activity calendar are being followed and monitored.</li></ul>
Resolution of action taken of previous year Academic and Administrative audits (AAA)	<ul style="list-style-type: none"><li>Implementation of resolutions on observations of Academic and Administrative audit 2021-22 is complete</li></ul>
Resolution of grievances from previous year ICC, Grievance, Anti-Ragging etc	<ul style="list-style-type: none"><li>Grievance redressal committee agenda illustrated in circular with Memo no: AdtU/R/2022/169B, resolution on MOM dated 2<sup>nd</sup> March 2022</li><li>Anti-Ragging Agenda on awareness program for even semester students illustrated in circular with Memo No: AdtU/R/2022/002A, resolution on MOM dated 10<sup>th</sup> Jan 2022</li><li>ICC agenda as illustrated in circular bearing memo no AdtU/R/2022/001A, resolution on MOM dated 6<sup>th</sup> January 2022</li></ul>
Placement drive for the upcoming semester	<ul style="list-style-type: none"><li>Placement drives and campaigns have been successful and increasing number of companies have participated compared to the previous year.</li></ul>





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Application for NIRF	<ul style="list-style-type: none"><li>• Submission of Data for NIRF ranking 2021 is completed</li></ul>
Participation in FDP's, conferences, seminars, workshops etc.	<ul style="list-style-type: none"><li>• Increase in participation of FDP's, conferences, workshops etc compared to previous academic year</li></ul>
Initiatives in Research	<ul style="list-style-type: none"><li>• Consistent efforts helped more than double the funding from sanctioned projects through govt bodies compared to previous year</li><li>• Diverse array of startups has been incubated and is steadily increasing</li><li>• Increased patent awarded/granted compared to previous year</li></ul>
Extension & Outreach	<ul style="list-style-type: none"><li>• Increase participation and number of extension activities conducted compared to previous year</li></ul>
Green initiatives	<ul style="list-style-type: none"><li>• Bio-Gas vendors identified and tendering process completed</li><li>• STP plant vendor identified and tendering process completed</li></ul>
	<ul style="list-style-type: none"><li>•</li></ul>





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COMMITTEE NAME	DATE	TIME AND VENUE		
11 <sup>th</sup> IQAC Meeting	01-06-2022	Council Room, AdtU		
<b>MEETING NO.:11</b>				
<b>The following members attended the meeting:</b>				
Sl No	Name of Person	Designation	Position	Signature
1	Prof. (Dr.) Narayan Chandra Talukdar	Vice Chancellor	Chairperson	
2	Prof. Bandana Dutta	Dean of Studies	Member from Management	
3	Mr. Purba Prasad Borah	Deputy Director, IQAC	Coordinator	
4	Ms. Deepali Borthakur	Academic Officer	IQAC	
5	Prof. (Dr.) Deban Chandra Baruah	Advisor, IQAC	Member	
6	Mr. Ashim Barman	Additional Registrar	Administrative Member	
7	Mr. Nitul Jyoti Das	Deputy Registrar Academic		
8	Dr. Jaydeep 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. L. N. Kakati	Dean (i/c), Faculty of Science		
15	Dr. Prateeti Barman	Dean (i/c), Faculty of Humanities and Social Sciences		
16	Mrs. Manika Bora	Senior 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. Gaurav Krishna Roy	B.Pharm 3rd semester	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 & RESOLUTIONS:
Review of previous meeting	<ul style="list-style-type: none"><li>General review of the previous meeting dated 01/01/22 was done and any gaps/shortfalls were identified and strategized accordingly. Action taken report of previous meeting is attached as Annexure A</li></ul>
Approval of Academic Calendar for odd semester	<ul style="list-style-type: none"><li>Academic calendar for the odd semester has been approved by the Academic Council and received by IQAC. Refer to Annexure 1</li></ul>
Approval of Sports and Cultural activity calendar for the academic year	<ul style="list-style-type: none"><li>Approval of Sports and Cultural activity calendar for the academic year has been approved and received by IQAC. Refer to Annexure 2</li></ul>

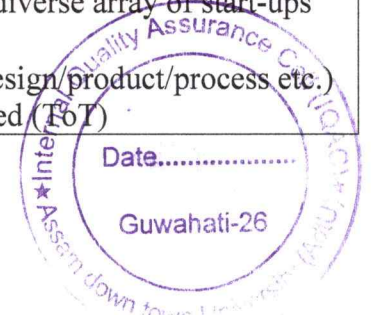




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Resolution of action taken of previous year Academic and Administrative audits (AAA)	<ul style="list-style-type: none"><li>Implementation of resolution on observations of Academic &amp; Administrative Audit 2022-22 is being monitored.</li></ul> <p>Refer to Annexure 3</p>
Resolution of grievances from previous year ICC, Grievance, Anti-Ragging etc	<ul style="list-style-type: none"><li>Resolution of any grievance to be taken as per SOP</li><li>Reconstitution of Anti-Ragging Committee is recommended citing volatility in stakeholder participation</li><li>ICC meetings to be initiated and preventive strategies to be discussed</li></ul>
Placement Drive for the upcoming semester	<ul style="list-style-type: none"><li>Placement activities to be planned for the upcoming academic year</li></ul>
Application for NIRF	<ul style="list-style-type: none"><li>Submission for the NIRF ranking 2022 to be initiated</li></ul>
Participation in FDP's, conferences, seminars, workshops etc.	<ul style="list-style-type: none"><li>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.</li></ul>
Initiatives in Research	<ul style="list-style-type: none"><li>Members need to proactively invest in efforts to double the funding from various sanctioned projects offered by prominent govt establishments</li><li>Increase the efforts in incubating diverse array of start-ups inside the campus</li><li>Increase the number of patents (design/product/process etc.) granted/awarded or commercialized (ToT)</li></ul>





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Extension & Outreach	<ul style="list-style-type: none"><li>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</li></ul>
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