

COMMITTEE NAME	DATE	TIME AND VENUE
IQAC	16-09-2021	2 PM, Board Room, AdtU

**MEETING NO.:12**

**The following members attended the meeting:**

1. Prof. Manashi Sen Gupta
2. Dr.Sunanadan Baruah
3. Dr. Arnob Bormudoi
4. Dr. Mala Dutta
5. Dr. Manoj Kumar Sarma
6. Dr. Suman Saha
7. Dr. Partha Pratim Dutta
8. Mr. Manash Jyoti Borah
9. Mr. Manimugdha Medhi
10. Dr.P.C Sharma
11. Dr.Abhijit Dutta
12. Dr. (Mrs.) Nirmali Sarma
13. Dr. Binod Ch. Sarma
14. Dr. Tarini Kanta Das
15. Dr. Mrinal Kumar Das
16. Ms. Daisy Sharma
17. Ms. Jesmin Islam
18. Mr. Purba Prasad Borah
19. Ms. Deepali Borthakur

**AGENDA**

- I. Status update of the NAAC “Criteria 3: Research, Innovations and Extension”.
- II. Status update of the NAAC “Criteria 4: Infrastructure and Learning Resources”
- III. Others

**MINUTES OF IQAC MEETING**

ITEMS:	DISCUSSIONS& RESOLUTIONS:
<p>1. Criteria 3.1.1</p> <p>The institution has a well-defined policy for promotion of research and</p>	<p>The addition incorporated in the research policy should be uploaded in the website.</p>

<p>the same is uploaded on the institutional website</p>	
<p>2. Criteria 3.1.5</p> <p>Availabilities of Research facilities</p> <ol style="list-style-type: none"> <li>1. Central Instrumentation Centre</li> <li>2. Animal House/Green House / Museum</li> <li>3. Central Fabrication facility</li> <li>4. Media laboratory/Business Lab/Studios</li> <li>5. Research/Statistical Databases</li> </ol>	<ol style="list-style-type: none"> <li>1. Interdisciplinary labs like robotics, remote sensing, geophysics etc can be developed.</li> <li>2. Geology labs should be upgraded. Better configuration for computer lab.</li> <li>3. Archive and record keeping section created recently should be made effective.</li> </ol>
<p>3. Criteria 3.2.1</p> <p>Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years (INR in Lakhs)</p>	<p>Faculties should sign research oriented MoU's (Collaborative research with industries, hospitals, NGO's, Corporate houses, international bodies).</p> <p>Monitoring with respect to functioning of MoU's should be carried out.</p> <p>More emphasis should be given in approved research &amp; consultancy.</p>
<p>4. Criteria 3.3.1</p> <p>Institution has created an eco-system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge</p>	<p>Activities of innovation and incubation council should be strengthened and activities to be monitored.</p>

<p>5. Criteria 3.3.4</p> <p>Number of start-ups incubated on campus during the last five years</p>	<p>Every year at least one startups should be established, deans may initiative discussion with faculty and promising students.</p>
<p>6. Criteria 3.4.2</p> <p>The institution provides incentives to teachers who receive state, national and international recognition/awards</p>	<p>Provision of award/ incentive in terms of reimbursement of expenses etc for teachers is in place which should be continued.</p>
<p>7. Criteria 3.6.1</p> <p>Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years</p>	<p>Record with evidence of extension activities carried out should be maintained by office of archives.</p> <p>Description of the impact of each extension activities should be prepared by the concerned organiser.</p>
<p>8. Criteria 3.7.1</p> <p>Number of Collaborative activities for research, faculty exchange, student exchange per year</p>	<p>MoU's need to be functional.</p> <p>Target numbers of faculty/ student exchange may be set academic session wise.</p> <p>For international, AdtU international office should take the initiative for faculty/ student exchange programmes.</p> <p>For collaborative research activities at National level, Dean of faculties should take the initiative.</p>
<p>9. Criteria 3.7.2</p> <p>Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years</p>	<p>Programme wise, different faculty should establish linkages with institutions/ industries for internship on job training, project work, sharing of research facilities etc.</p>

<p>10. Criteria 4.1.1</p> <p>The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc</p>	<p>In all faculties at least 5 (five) computers should be provided with internet facility.</p> <p>1 (one) common printer in each faculty.</p>
<p>11. Criteria 4.1.3</p> <p>Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc. (current year data)</p>	<p>50% classrooms under each faculty should be made ICT enabled during the current year and rest 50% during the next academic year.</p> <p>( Projector, computer, smart board, internet facility etc.)</p>
<p>12. Criteria 4.2.1</p> <p>Library is automated using Integrated Library Management System (ILMS)</p>	<p>Performance of the existing software should be monitored and the same may be upgraded based upon assessment of requirements.</p>
<p>13. Criteria 4.2.2</p> <p>Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment</p>	<p>Library should collect minimum 5 rare books, 2 manuscripts, 10 special report every year.</p>
<p>14. Criteria 4.2.3</p> <p>Does the institution have the following:</p> <ol style="list-style-type: none"> <li>1. e – journals</li> <li>2. e-ShodhSindhu</li> <li>3. Shodhganga membership</li> <li>4. e-books</li> <li>5. Databases</li> </ol>	<p>Names of 50 nos of E books &amp; E Journals every years to be collected from each faculty and the same may be purchased phasewise by the library.</p>

<p>15. Criteria 4.2.6</p> <p>Percentage per day usage of library by teachers and students (current year data)</p>	<p>*Proper maintenance of record with respect to use of Library such as</p> <p>i) Per day use of Library</p> <p>ii) Use of Library through e accesss.</p> <p>Faculty should encourage stuents to devote more time is Library.</p>
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The meeting ended with a vote of thanks to and from the Chair.



**Ms. Deepali Barthakur**  
**Academic officer and member, IQAC**