

COMMITTEE NAME	DATE	TIME AND VENUE
IQAC	28-07-2021	2 PM, Board Room, AdtU

MEETING NO.: 8

The following members attended the meeting:

1. Prof. (Dr.) N.C. Talukdar
2. Prof. (Dr.) Sunandan Baruah
3. Prof. (Dr). B. K. Dey
4. Dr. Rajeev Sarma
5. Dr. Seema Sharma
6. Dr. Prateeti Barman
7. Prof. Manashi Sengupta
8. Dr. Abhijit Dutta
9. Dr. Mrinmoy Basak
10. Dr. Anup Kr. Bordoloi
11. Mr. Bhabajyoti Saikia
12. Mr. Purba Prasad Borah
13. Ms. Deepali Borthakur

AGENDA

1. Status update of the NAAC Grading Committees.
2. Problems faced during the implementation of NAAC improvement plan.
3. New suggestion from the Leaders in the NAAC improvement plan.
4. Others

MINUTES OF IQAC MEETING

ITEMS:	DISCUSSIONS& RESOLUTIONS:
1: Status update of the NAAC Grading Committees.	Hon'ble Vice Chancellor asked all the Deans (Leaders) to update on the difficulties encountered by them since resumption of the activities on preparation of criteria wise status and plan for improvement for presentation to the next NAAC accreditation team. The team leader under the criteria 1 presented the work progress report. The report consisted the Course Outcome, Programme Outcome,

	<p>Programme Specific Outcome of all the programs which he had collected from the Academic portal.</p> <p>In this regard, Hon’ble Vice Chancellor suggested the Leaders of the NAAC Grading committee and the IQAC team to consult with the NBA committee for framing a common format of the Course Outcome, Programme Outcome, Programme Specific Outcome for all the Faculty of Studies.</p> <p>He also suggested the Deans to collect the Course Outcome from the faculty members of respective programs and produce a standard compilation of all the Course Outcome under their Faculty of Study.</p> <p>The Programme Outcome, Programme Specific Outcome, Course Outcome to be submitted to IQAC after being approved by the concerned authority.</p>
<p>2: Problems faced during the implementation of NAAC improvement plan.</p>	<ul style="list-style-type: none"> • It was observed that hard copies of Course Outcome, Programme Outcome, Programme Specific Outcomes are not available in some offices and it was suggested that hard copies of Course Outcome, Programme Outcome, Programme Specific Outcome to be made available in the Registrar’s Office, VC Office, Deans’ Office and IQAC. The Course Outcome, Programme Outcome, Programme Specific Outcome also needs to be uploaded in the website as soon as possible. • Any program initiated by the Departments must be recorded in hardcopies in Faculty level. • Research Office and IT Team is asked to initiate the process of getting the Faculties, Research Scholars to have individual accounts under Google Scholar, Orchid and Research gate within one-month time period.
<p>3: New suggestion from the Leaders in the NAAC improvement plan.</p>	<ul style="list-style-type: none"> • It was suggested by one of the leaders that another Column should be added on the format of the NAAC Grading Pro-forma to rectify or revise plan of action that were done earlier.

	<ul style="list-style-type: none"> • The record of classes, attendance, extra classes should be kept in proper way by the Deans in the Faculty level. • Research Office is asked to consider paper published in journals under Indian Citation Index as a special case for Faculty of Nursing • Along with IQAC, Research office is asked to request UGC to consider some of the journals under Indian Citation Index to be listed under UGC care list.
5. Others	<p>Hon'ble Vice Chancellor suggested in the meeting to have policies on:</p> <ol style="list-style-type: none"> I. Scholarship of ADTU (Free ship Waiver) II. Policy of information flow between Finance Office and Office of Examination. III. Policy for the functioning and actives under the various clubs.

The meeting ended with a vote of thanks to and from the Chair.

Ms. Deepali Borthakur



Academic Officer,
Assistant Professor, English
Faculty of Humanities and Social Sciences