

COMMITTEE NAME	DATE	TIME AND VENUE
IQAC	31-07-2021	2 PM, Board Room, AdtU
<b>MEETING NO.:09</b>		
<b>The following members attended the meeting:</b>		
<ol style="list-style-type: none"> <li>1. Prof. Manashi Sen Gupta</li> <li>2. Prof. (Dr.)Saikat Sen</li> <li>3. Dr MrinmoyBasak</li> <li>4. Dr. Faruk Alam</li> <li>5. Dr. Ananta Choudhury</li> <li>6. Mr. Purba Prasad Borah</li> <li>7. Ms. Deepali Borthakur</li> </ol>		
<b><u>AGENDA</u></b>		
<ol style="list-style-type: none"> <li>1. Status update of the NAAC “Criteria 5: Student Support and Progression”.</li> <li>2. Preparation of a report based on observations and suggestions for improvements.</li> <li>3. Discussion on the action plan based on improvement plan.</li> <li>4. Others</li> </ol>		
<b>MINUTES OF IQAC MEETING</b>		
ITEMS:	DISCUSSIONS& RESOLUTIONS:	
<ol style="list-style-type: none"> <li>1. Status update of the NAAC “Criteria 5: Student Support and Progression”.</li> </ol>	<p>Prof. Manashi Sen Gupta, Dean, IQAC welcomed all the members to the meeting and asked the sub criteria leaders to give a brief update on the work progress under the criteria 5.</p> <p>Prof. Saikat Sen informed IQAC team members that he found a new SSR format in the NAAC website and is different from the existing one where the team is working. He also suggested the IQAC team to consider the new format to carry out the improvement plan.</p> <p>In response to his suggestion, Dean IQAC stated that the IQAC team has thoroughly noted down his suggestion and will discuss with the higher authority for inputs and suggestions.</p> <p>The team stated that they have prepared the improvement plan and team leader has approved the plan.</p>	
<ol style="list-style-type: none"> <li>2. Preparation of a report based on observations and suggestions for improvements.</li> </ol>	<p>Dean, IQAC requested the team to prepare and submit a report on criteria 5(Student Support and Progression) based on their observations and also</p>	

	<p>their suggestions for improvements.</p> <p>IQAC informed the team members that the IQAC cell will initiate the approval process after submission of the report by the team.</p> <p>The team ensured IQAC that they will submit the report within one week of time.</p>
3. Discussion on the action plan based on improvement plan.	<p>For the point no. 5.1.3 (Number of capability enhancement and development schemes), the team stated that AdtU is already offering courses on capability enhancement and development schemes but additional schemes like learning foreign language can be introduced.</p> <p>Point No. 5.1.4 (Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years), the team has informed that career counselling cell already conducting guidance courses for competitive examinations but the cell should maintain proper documentation/ the data of students qualified in state/ national/ international level examination.</p> <p>Point No. 5.3.2 (Presence of an active Student Council &amp; representation of students on academic &amp; administrative bodies/committees of the institution), in this point team has highlighted that as there is no student council in AdtU so student representation in different committees should be increased.</p> <p>For point no. 5.4.2 (Alumni contribution during the last five years) the team stated that the alumni co-ordination committee can organized some flood relief donation camp, workshop for rural people or any other CSIR acyivities in co-ordination with Alumni of AdtU so that fund can be generated from Alumni and utilized for the benefit of others.</p>
1. Others	<p>In the point no. 5.4., the team has informed IQAC that alumni co-ordination committee is working towards registration of the alumni association of AdtU. The “constitution” of the alumni association is already in place.</p>

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



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