

Action taken Report on the Minutes of the Steering Committee of Internal Quality Assurance Cell (IQAC) of Assam University held on 25.1.2017

Agenda 1: Sitting Allowance for External Members for attending IQAC Meetings

Resolution: The Secretary appraised the house that there is no sitting allowance approved for the External Members of IQAC Steering Committee. Accordingly it was proposed and resolved unanimously that a sitting allowance as per the guidelines of the Finance Committee be approved for the external members of the Steering Committee of the IQAC. IQAC will bring the matter to the notice of the Finance Section of Assam University and to proceed accordingly.

Action Taken: The matter was accordingly informed to the finance section. The finance Officer advised that it shall be placed in the next Finance Committee Meeting to be held at New Delhi.

Agenda 2: Corrective Measures on students' feedback and Students satisfaction Survey

Resolution: It is also resolved that IQAC be given the responsibility to obtain information from the Departments on necessary corrective measures adopted by them on Student Feedback report. As suggested by the previous NAAC peer team IQAC shall conduct a survey on students' satisfaction on various issues relating to infrastructure, communication and other facilities available through the Department and University.

Action Taken: The decision was informed to all the departments. Several departments convened meetings and the action taken was reported back to IQAC within a period of the next two months.

Agenda 3: Students' feedback on Faculty

Resolution: The Secretary of the Steering Committee of IQAC, placed before the house a format for Collecting Feedback from students' on Faculty members, prepared by a separate Committee under the Chairmanship of Prof. N Pandey (Department of Earth Science). After necessary discussion it was resolved that the feedback form designed by the said committee to conduct feedback on teachers be approved and implemented from the next session.

Action Taken: Though Students Feedback on curriculum continued but the Students Feedback on Teachers could not be implemented.

Agenda 4: Inclusion of the Terms, Powers and Functions of IQAC in University's Ordinance

Resolution: It is also resolved unanimously that the terms, powers and functions of the IQAC be included in the University Statutes and in the Ordinance. Appropriate steps in this direction will be initiated by the competent authority.

Action Taken: This could not be implemented.

Agenda 5: Strengthening of the IQAC

Resolution: It was resolved that the man-power and infrastructure of the IQAC be strengthened to make it act as a nodal agency and conduct training programmes, if required.

Action Taken: The man-power was enhanced in terms of transferring a Data Entry Operator.

Agenda 6: Preparing for the next NAAC visit


Resolution: As by 2019 the next NAAC visit to Assam University shall be held so the members expressed concern that the University shall start planning for that. Accordingly it is resolved that the IQAC shall be assigned the responsibility to plan academic and administrative audit at least once in a year through internal and external members.

Action Taken: The planning for academic and administrative audit started instantly.

Agenda 6: Accommodating more students in the Campus through Private Hostels

Resolution: As a way in which more students can be accommodated in the campus, one of the members proposed- if private parties can be invited to open hostels in the campus that shall look after everything in the hostel starting from construction to accommodation, catering, logistic etc. The proposal was appreciated by the members and the house decided that the matter be informed to the Dean of Students Welfare for initiating necessary steps in this direction.

Action Taken: The matter was informed to the Dean of Students' Welfare. But it was not implemented because of some operational difficulties that were figured out by the Dean of Students' Welfare.



Date: 23.4.2017

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