

Minutes of the Off line Meeting of the IQAC, Assam University held at PMG Hall on 02.12.2020

An Offline meeting of the IQAC was convened on 02-12-2020 at 11:00 a.m. with all the members of the Core Committee and members of School wise Team, placement co-ordinator, alumni coordinator and Registrar of the university under the chairmanship of the Hon'ble Vice-chancellor. Meeting was attended by 50 members.

Agenda 1: Appraising Committee members about how to go about department's NAC Preparation.

After initial address by the Hon'ble Vice-Chancellor, Director, IQAC has appraised the House about the initiatives to be adopted by the Departments for the upcoming NAAC visit. After detail discussion it is resolved that the members of school wise Team shall visit departments to appraise and facilitate them to take appropriate measures regarding preparation of departmental PowerPoint presentation, adoption of relevant DAC Resolutions as per the 14-Points email communicated from the IQAC. Members would also take update about remedial measures/Action Taken Report on Feedback and other activities and their implementation in the Departments. Departments would also be appraised to upload all relevant details regarding DAC/DRC minutes, Students'/Research Scholars' details/ updating of Faculty Bio-data/Seminar/Conference/ etc in the Departmental webpage, syllabus revision with course objective and learning outcome, provision for displaying of projects on board, maintenance of infrastructure like Smart Class Room/Departmental Computer Lab/ Classrooms/ Departmental Library with log books/ Washroom or any facility for disabled/etc. It is also resolved that a meeting will be convened shortly to discuss matters and take the feedback of committee members.

Agenda 2: Discussion on Preparation of Placement Cell for NAAC visit

The Director appraised the House about the activities that Placement Cell needs to take up in view of the NAAC visit. It is resolved that the Placement Cell shall prepare with documentation and photographs about soft skill/ orientation programs, details of visits of companies, details of recruitment of students, mechanism of sensitization of students about placement activities. It is further resolved that the Placement Cell shall work in coordination of with industry-academia cell and submit detail of all necessary information to the IQAC by the end of December, 2020. The coordinator of the Placement Cell had taken note of the activities and assured to do the needful in this regard.

Agenda 3: Discussion on IPR Cell and Industry-Academia Cell

Director requested the newly appointed Chairman of the IPR Cell to put forward his view points. Prof. Piyush Pandey, Chairman of the IPR Cell, appraised that a meeting of the IPR Cell would be conducted shortly to initiate measures for formulation of guidelines for patenting. It is also resolved that the members of the Industry-Academia coordination Cell would do the needful to collect information from Departments regarding their internship programs and explore further possibilities for collaboration.

Agenda 4: Discussion on Alumni Association

Matter relating to the Alumni Association is discussed and it is resolved that the Coordinator of the Alumni Association of Assam University shall do the needful to prepare Alumni records and conduct activities to involve alumni and generate funds. He may take assistance of Dr. Al Farid Hussain and Dr. Paromita Das of Mass Communication Department.

Agenda 4: Miscellaneous

It is also resolved that as Dr. Paritosh Mondal will be the new coordinator of the School of Physical Sciences. It is further discussed and resolved that immediate initiative would be taken up to construct facilities for disabled in the Central Library.

Meeting ended with thanks from and to the Chair.

Sd/-

Joyati Bhattacharya
Director. IQAC. AUS