

**DEPARTMENT OF PHYSICS**  
**ASSAM UNIVERSITY SILCHAR**

A Department meeting in connection to IQAC/NIRF/NAAC visit was held on 17/12/2020 on virtual platform.

The following members were present:

1. Prof. Atri Deshamukhya
2. Prof. B. Indrajit Sharma (HOD)
3. Dr. Himadri Sekhar Das
4. Dr. A. Senorita Devi
5. Mr. Swarnadeep Biswas.
6. Dr. Mahananda Baro

The meeting was conducted in google meet, the following points have been discussed.

**1. Regarding the NIRF data:**

HOD requested all the members to upload individual teachers data for NIRF ranking through IQAC login (as requested before) at the earliest by 20 December 2020.

**2. Bio-data of Individual Teacher:**

Teachers are requested to give the updated Bio-data (pdf) to Dr. Himadri Sekhar Das for uploading to Department web page, if possible by 25 Dec. 2020.

**3. Department information (NIRF):**

Dr. Mahananda Baro and Dr. Bidhan Mohanta are working to compile the Department related information in the prescribed NIRF form. They are requested to submit to HOD by 20 December so that Department can submit to IQAC cell in time.

**4. Scholar/Student Information:**

- List of existing Scholars
- List of awarded Scholars
- List of students (sem-I and sem-III)

The above lists are prepared. HOD will give to Dr. Himadri Sekhar Das with a request to upload in the Department web page.

**5. Students under Mentors.**

At present, Department is having about 100+ students. Under one Teacher (one Mentor), 10 students are assigned.

List of mentors with assigned students are attached.

**6. Identify weak students and Arrange remedial classes**

Teachers may arrange extra class on convenient time of students and concerned teachers, if any students are in need.

**7. Regarding: revise curriculum**

Curriculum is under revision.

**8. Induction programme**

An Induction programme for the newly admitted students was arranged on 14/12/2020. Around 55 students and Department teachers attended the program.

**9. Feedback report placed to DAC**

HOD has placed the Feedback report (of sem-III and sem-IV) received from the IQAC director.

Faculty members have examined the feed reports and noted that the report does not reflect the reality of the Courses output.

However, members noted for improvement whichever required with extra attention and classes.

**10. DAC resolutions:**

DAC resolutions of 2019 onwards available in the DAC registrar are scanned, and will be uploaded to the Department web page. Members suggested scanning and uploading the resolutions for 5 years of NAAC visit.

**11. Initiate some extension activities**

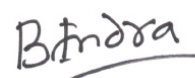
Some extension activities will be organised.

**12. NAAC visit presentation**

Department requested Dr. Mahananda Baro to prepare the power point presentation of the NAAC visit.

Teachers are requested to corporate wherever individual data are required.

**At the end, HOD informed the situation of the ongoing Admission work, and appraised an Admission committee meeting will be called in next week in connection to conversion of OBC seats (4-vacancy) to Unreserved category.**



**b. indrajit sharma**