

Minutes of IQAC meeting on 22nd August 2016

A meeting of the IQAC of the University was held on 22nd August 2016 in the Office of the Vice Chancellor. The meeting was presided over by the Vice Chancellor as the Chairperson of the IQAC, and the following members were present:

1. Dr Francis Fernandez (Controller of Examinations)
2. Dr S Nissi Paul (Assistant Registrar – Academic)
3. Dr Sunandan Baruah (Director, Centre of Excellence in Nanotechnology)
4. Dr Peter Paul (Administrative and Development Officer)
5. Dr. Nibedita Kapil (Asst Professor – Stage I, School of Applied Sciences)
6. Mr Bikramjit Goswami (Asst Professor – Stage II, School of Technology)
7. Mr Chandan Dutta (Asst Professor – Stage I, School of Commerce & Management)
8. Ms Subhra Mukherjee (Asst Professor – Stage II)
9. Mr John Borgoyary (North East Regional Head, UNDP)
10. Ms Amarjeet Kaur (Parent of Tavleen Kaul)
11. Prof K. G. Bhattacharyya (Director, Academic Staff College – GU – Retd)
12. Fr Joseph Nellanatt (Pro Vice-Chancellor)
13. Ms Juhi Baruah (Director of Human Resources)
14. Dr Monmoyuri Baruah (Director, School of Applied Sciences)
15. Mr. Manoj Das, IT Administrator
16. Mrs. Pallavi Sharma, Laboratory Assistant
17. Fr Lukose Cheruvalal (Member of Board of Management, Member of Juvenile Justice Board)
18. Mr Manoj Jajodia (CEO, Onoma Industries & CEO, Jajodia Engineering)
19. Mr Rana Bharali (Chief Manager, HR, Oil India, Duliajan)

Special Invitees:

1. Prof. Basil Koikara, Registrar, ADBU
2. Prof. Manoranjan Kalita, Director, SOT, ADBU

Members Absent

1. Prof J N Vishwakarma (Director of Research, Director of School of Life Sciences)
2. Ms. Sabiha Alam Choudhury (Asst Professor – Stage I, School of Humanities and Social Sciences)
3. Mr Satyabrata Borgohain (Director, Finance & Accounts, NEEPCO, Shillong)

Dr. Stephen Mavely started the meeting by welcoming the new members Mr. Manoj Jajodia, CEO, Onoma Industries & CEO, Jajodia Engineering and Mr. Rana Bharali, Chief Manager, HR, Oil India, Duliajan. The minutes of the previous meeting were read by the coordinator for discussion and approval. The subsequent discussions focussed on the quality assurance aspects of the university in the following areas:

For the upcoming workshop on 'Academic Audit: Principles and Practices' the names of the various confirmed resource persons were announced by Dr. Monmoyuri: Prof. Nagraj from Mizoram University for the session on Documentation, Prof. Marion from Allahabad University for the session on Tools for measurement of Academic Audit, and Dr. Kalpana Sarathy from TISS, on one of the other sub-themes. There was a suggestion to reach out to the good institutions from all over the country to participate and present write-ups.

The discussion then took place regarding the recommendations of the Audit Committee for Examination Processes. One of the recommendations suggested that the students should be allowed to go to the next semester with any number of back papers in the first year was debated and not accepted for the reason that the maximum cases of back papers for the first year students were due to lack of attendance, but not because of their poor performance in the examinations.

Regarding the recommendation on the central checking of the examination scripts of common subjects

with a view to eliminate discrepancies, it was decided that the matter would be taken up in the next meeting of the Academic Council.

The Committee then went on to discuss the focus areas adopted by the different departments of the School of Technology. The areas are:

1. Nanotechnology applications for the Department of Electronics and Communication Engineering – to be highlighted with an International Conference on Nanotechnology in the next semester.
2. New and Renewable Energy sources as an area of focus for the Department of Electrical and Electronics Engineering – to be highlighted in a National Conference in the forthcoming semester. It was suggested that faculty and students of the department could be involved in the installation of the micro-hydel plant at Tapesia as well in the installation of the roof-top solar supply systems at Azara and Tapesia.
3. Big Data and Internet of Things are areas of focus for the Department of Computer Science and Engineering – two workshops already kickstarted the campaign.
4. While the Department of Civil Engineering was yet to finalise their area of focus, the Director of the School of Technology suggested Construction Engineering could be one such area.
5. Manufacturing and Design was chosen as the area of focus of the Mechanical Engineering Department – starting with offering of an M. Tech. Course in Design and Manufacturing.
6. The department of Physics is presently focussing on Astrophysics as their focus area.

In planning for the future, as there was a suggestion to start a Masters in Mathematics, it was decided to ask the faculty members of Mathematics in the University to conduct a survey on what is being offered as a specialisation in various universities of Assam, and to gauge the demand in the market for new specializations. It was also emphasized that 'employability' should be the key criterion in deciding on the specialization.

The Committee Members then took up the issue of preparations for the admission season 2017-18. Plans were drawn up for improving the admission scenario by engaging in digital advertisement of the University. Discussions also included the idea of reaching out to neighbouring countries like Bangladesh, Myanmar, Nepal, Bhutan, Thailand etc. The Admission Task Force would be entrusted with the planning and execution of this strategy.

In examining the AQAR Reports of the various Schools of the University, it was suggested that the School of Management could examine the feasibility of offering the following specializations: a) Simulated Stock Market exposure, b) Project Cycle Management, c) HR and Analytics, d) Consumer Marketing and Digital Marketing, e) Supply Chain Management.

The School of Technology report called for limiting the access of the hostellers to the internet during study hours. Accordingly it was decided to limit the bandwidth after 10 pm as well as to remove access in the rooms and limit it, like at Tapesia, to the common study halls.

A suggestion to do an assessment of the quality of the conferences and workshops being organized by the university was accepted. The Chairperson readily accepted the suggestion and intimated that, at an appropriate time during the year, a Task Force would be set up to make a study of the same and recommend procedures and checks and balances to ensure that the quality of these events are ensured.

The AQAR of the School of Humanities and Social Sciences presented a picture of enormous amount of initiatives and events organized by the various Departments of the School. The report was highly appreciated all the members of the IQAC Committee.

It was also decided that all these reports would be uploaded on the University website and made available for information of all.

In view of the usefulness of the material available under NPTEL and the University's own Online Courses, it

was suggested by some IQAC members to set up a Task Force immediately to study and suggest various online courses to be adopted by the different Schools of the University.

The Task Force would have following composition:

Fr. Joseph Nellanatt (Chairperson), Mr. Vijay Prasad (Coordinator)

For the School of Technology

Members: Mr. Arup Baruah (Department of CSE), Mr. Jyoti Kumar Barman (Department of EEE), Mr. Kaustubh Bhattacharyya (Department of ECE), Mr. Mukul Kalita (Department of CVE), Mr. Sidharth Borkotoky (Department of MNE), Mr. Parag Bhattacharyya (Department of Basic Sciences), Mr. P. Joseph (Department of Humanities and Social Sciences)

For the School of Humanities and Social Sciences

Members: Mr. Kaushik Bhuyan (Department of Mass Communication), Ms. Nisha Butoliya, Mrs. Meenakshi Saharia (Department of Human Rights), Mr. Victor Narzary (Department of Social Sciences)

The meeting came to an end with the finalization of the goals for the current Academic Year 2016-17:

- a) To organize the workshop on Academic Audit: Principles and Practices.
- b) To set up a Task Force to study the Research Climate in the University and propose recommendations.
- c) To set up a Task Force to study and recommend various online Courses for adoption by the various Schools of the University.

It was also proposed that the IQAC coordinators of the different Schools be made permanent members of the University IQAC for ease of communication and functioning. The proposal was accepted.

The meeting concluded with remarks by the Chairperson as he thanked the members for their involvement and suggestions, and specially to the IQAC Coordinators of the various Schools for their reports and follow-up.

Fr Stephen Mavelly
Chairperson, IQAC

Dr Monmoyuri Baruah
Coordinator, IQAC