ASSAM DON BOSCO UNIVERSITY
Minutes of the IQAC Meeting
20 August 2021
Tapesia Campus

Members present:

Chairperson Fr. Stephen Mavely (Vice Chancellor)

Members
1. Fr Joseph Nellanatt (Pro Vice-Chancellor)
2. Fr. Johny Jose (Registrar)
3. Prof. K.G. Bhattacharyya (School of Fundamental & Applied Sciences)
4. Mr John Borgoyary (North East Regional Head, UNDP)
5. Mr Manoj Jajodia (CEO, Onoma Industries & CEO, Jajodia Engineering)
6. Fr. Abraham Kanattu (University Estate Manager)
7. Dr. S Nissi Paul (Deputy Registrar)
8. Dr. Monmoyuri Baruah (Director, SFAS)
9. Ms Juhi Baruah (Director, HR)
10. Dr. Nibedita Kapil (School of Fundamental & Applied Sciences)
11. Dr. Vedant Vikrom Borah (School of Life Sciences)
12. Mr. Vijay Prasad (In-Charge, IT Cell)
13. Mr. Manoj Das (IT Administrator)
14. Ms. Pallavi Sharma (Laboratory Assistant)
15. Dr. Bikramjit Goswami (Coordinator, IQAC)

Members absent:
1. Prof. J.N. Vishwakarma (School of Life Sciences)
2. Dr. Satyabrata Borgohain (Former Director, Finance & Accounts, NEEPCO, Shillong)
3. Mr. Rana Bharali (Chief Manager, HR, Oil India Limited, Duliajan)
4. Dr. Subra Mukherjee (Alumni)
5. Ms Amarjeet Bedi (Parent)
6. Ms Rosie Kalita (Doctoral Student)
7. Mr. Chandan Dutta (School of Commerce & Management)
8. Dr. Biju Mani Das (Assistant Professor, School of Commerce & Management)

Special Invitees:
1. Dr. Riju Sharma (Director, School of Humanities and Social Sciences)
2. Mr. Shahnowaz Hussain (Training & Placement Officer)

Minutes of the meeting

The last IQAC meeting of for the academic year 2020-21 began with a short prayer and reflections on the activities done in the University during the past 4-5 months by the Chairperson. He also made a special mention of the immense contribution made by all the members of the university in preparing the SSR for the second cycle of NAAC Assessment and Accreditation. He also formally acknowledged the presence of the external members in the meeting and handed over the meeting proceedings to the coordinator. Following are minutes of the meeting proceedings recorded for further action.

Based on the presentation of the minutes of the previous meeting and discussions thereof, following decisions were taken-

1. The Program Outcome (PO) attainment analysis to be done for the entire program, considering all different specializations and branches together.
2. Student progression to be considered as a parameter for indirect PO attainment.
3. IQAC to monitor the alumni activities organized by the individual departments. Also the alumni information to be collected through the departments by IQAC periodically for record and follow up.

Review of the action taken on the goals set for 2020-21 was done, which led to the following recommendations, after detailed discussion-

1. IQAC to annually review the adherence to the standard operating procedures (SOPs) for all the activities in the University.
2. Incremental improvement made on quality parameters to be shown in the yearly action taken report of IQAC.

Suggestions for inclusion of topics in the IQAC presentation to NAAC peer team were-

1. A detailed account of the Comprehensive Care System in the University
2. Blended Teaching-Learning-Evaluation in the University
3. Different endeavours as an Engaged University to be highlighted
4. Internal audits done through IQAC's initiatives to be presented
5. Practice of Outcome Based Education (OBE) to be emphasized
6. Following up of adherence to Process Maps for all the processes in the University to be mentioned
7. Activities of the different Centres in the University to be presented
8. IQAC goals for next 5 years to be included

Goals set for IQAC for the next academic year (2021-22) are-

1. IQAC to ensure that one international conference/seminar is organised by each school every year.
2. IQAC to ensure the uniform implementation of OBE practices in the university.
3. IQAC to implement of the Departmental Activities Assessment process.
4. IQAC to coordinate with the Centres for more multi-disciplinary activities in the University.
5. IQAC to take part in World University Ranking application processes of the University.
6. IQAC to take steps in revamping the training and placement activities through industry connect, identifying emerging areas of technology.

Fr. Stephen Mavely
Chairperson, IQAC

Dr. Bikramjit Goswami
Coordinator, IQAC