

ASSAM DON BOSCO UNIVERSITY

Minutes of the IQAC Meeting

25 March 2021

Azara Campus

Members present:

Chairperson Fr. Stephen Mavelly (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. Prof. J.N. Vishwakarma (School of Life Sciences)
5. Dr. S Nissi Paul (Deputy Registrar)
6. Dr. Monmoyuri Baruah (Director, SFAS)
7. Dr. Satyabrata Borgohain (Former Director, Finance & Accounts, NEEPCO, Shillong)
8. Mr. Rana Bharali (Chief Manager, HR, Oil India Limited, Duliajan)
9. Dr. Nibedita Kapil (School of Fundamental & Applied Sciences)
10. Dr. Subra Mukherjee (Alumni)
11. Mr. Chandan Dutta (School of Commerce & Management)
12. Dr. Sabiha Alam Choudhury (School of Humanities & Social Sciences)
13. Dr. Vedant Vikrom Borah (School of Life Sciences)
14. Mr. Vijay Prasad (In-Charge, IT Cell)
15. Mr. Manoj Das (IT Administrator)
16. Ms. Pallavi Sharma (Laboratory Assistant)
17. Dr. Bikramjit Goswami (Coordinator, IQAC)

Members absent:

1. Mr John Borgoyary (North East Regional Head, UNDP)
2. Mr Manoj Jajodia (CEO, Onoma Industries & CEO, Jajodia Engineering)
3. Ms Amarjeet Bedi (Parent)
4. Ms Juhi Baruah (Director, HR)
5. Ms Rosie Kalita (Doctoral Student)

Special Invitees:

1. Prof. Manoranjan Kalita
2. Dr. Rashmita Baruah
3. Mr. Shahnawaz Hussain

Minutes of the meeting

The first IQAC meeting of the calendar year 2021 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. The proceedings in the meeting took place

as per the agenda and the observations as well as the suggestions emerging out of the discussions are enlisted in the following.

Based on the presentation of the minutes of the previous meeting and discussions thereof, following were the suggestions for implementation-

1. All the departments to offer at least 2 value added courses to the students per year.
2. Complete the process of uniform implementation of attainment calculation and outcome-based syllabi for all Courses and Study Programmes in the university.

Following were the suggestions deriving out of the presentations of the school-wise reports-

1. The schools will have to specify the areas of improvement, with supporting data in the presentations.
2. The quality rather than quantity of events to be emphasized.
3. Reports of all events to be sent to the office of the Registrar in standard format.
4. The Website of the university to be made more dynamic by incorporating event reports soon after it takes place.
5. Only the publications in UGC approved journals to be included in the reports.

Decisions taken regarding the preparations for NAAC peer team visit were-

1. IQAC presentation to emphasize on the quality initiatives institutionalized in the university.
2. Year-wise goals which are achieved during the period must be highlighted.
3. To conduct department-wise review of the preparedness of the departments for the peer team visit.
4. To keep in the Office of the IQAC all supporting documents for all criteria ready for the peer team to refer to.
5. Implementation of Outcome Based Education to be highlighted.
6. Implementation of the Learning Management System 'Moodle' throughout the University to be mentioned.
7. Implementation of online feedback collection mechanism from stakeholders to be mentioned.
8. Audits of several processes done in the university to be presented.

Some of the suggested goals for IQAC for the next academic year were-

1. The IQAC is to ensure that one international seminar is organised by each school every year.
2. The IQAC is to study and implement enhanced technology-enabling of the teaching learning process.
3. The IQAC is to ensure the uniform implementation of OBE practices in the university.
4. The IQAC is to work with different Departments and Schools of the University to study the various MOUs of the University and initiate collaborative activities.

5. Steps to be taken immediately to make the regular reporting of events to the Registrar's office more detailed.
6. Steps to be taken to strengthen research activities in the departments through collaborative work, take up more ASTEC projects, look for such opportunities and move to multi-disciplinary research (Nano-bio-info-cogno innovations).
7. IQAC to oversee the implementation of value-added courses through Moodle – by making make them blended, with some direct classes and rest through online mode of teaching.

The meeting ended with the Chairperson thanking the external members and stakeholders who joined from different organizations and places. He urged the members to keep up the intense and committed work for improving the quality of all the activities of the university.

Fr. Stephen Mavelly
Chairperson, IQAC

Dr. Bikramjit Goswami
Coordinator, IQAC