

IQAC meeting, 9th May 2018
Venue: Vice Chancellor's Office, Tapesia Campus

Agenda:

1. Presentation on IQAC
2. Interaction with the NAAC peer team

Members Present:

Chairperson Fr. (Dr.) Stephen Mavelly, Vice Chancellor

Members:

1. Fr.(Dr.) Biju Michael (Registrar)
2. Fr. (Dr.) Francis Fernandez (Controller of Examinations)
3. Dr. S. Nissi Paul (Assistant Registrar – Academic)
4. Dr. Sunandan Baruah (Director, Centre of Excellence in Nanotechnology)
5. Dr. Peter Paul Huhnar (Administrative and Development Officer)
6. Ms. Juhi Baruah (Director of Human Resources)
7. Prof. J N Vishwakarma (Director of Research, Director of School of Life Sciences)
8. Dr. Monmoyuri Baruah (Director, School of Fundamental and Applied Sciences)
9. Dr. Sabiha Alam Choudhury (Asst Professor, School of Social Sciences)
10. Dr. Nibedita Kapil (Asst Professor, School of Applied Sciences)
11. Mr. Chandan Dutta (Asst Professor, School of Commerce & Management)
12. Mr. Bikramjit Goswami (Asst Professor, School of Technology)
13. Ms. Subra Mukherjee (Asst Professor, School of Technology)
14. Mr. Vijay Prasad (Asst Professor, School of Technology)
15. Dr. Samrat Dey (Asst Professor, School of Applied Sciences)
16. Mr. Manoj Jajodia (CEO, Onoma Industries & CEO, Jajodia Engineering)
17. Mr. Rana Bharali (Chief Manager, HR, Oil India Ltd, Duliajan)
18. Mr. John Borgoyary (North East Regional Head, UNDP)
19. Prof. K. G. Bhattacharyya (Former Director, Academic Staff College – GU – Retd)
20. Fr. Joseph Nellanatt (Pro Vice-Chancellor)
21. Mr. Manoj Das (IT Administrator)
22. Ms. Pallavi Sharma (Laboratory Assistant)

Members Absent:

1. Ms. Amarjeet Kaur (Parent)
2. Mr. Satyabrata Borgohain (Director, Finance & Accounts, NEEPCO, Shillong)
3. Ms. Rosie Kalita (Doctoral Student)
4. Fr. Lukose Cheruvalel (Member of Board of Management)

All the members of the NAAC peer team were also present for the presentation and the interaction during the meeting.

Minutes of the Meeting

1. The meeting started with the introduction of the members of IQAC to the NAAC peer team by the Coordinator of IQAC, Dr. Monmoyuri Baruah. Then she started the presentation on the activities of IQAC during the assessment period, i.e., from July 2012 to June 2017.
2. The presentation was further carried out by Mr. Bikramjit Goswami and Dr. Samrat Dey. During the presentation the NAAC peer team members questioned the IQAC members about the procedure for starting a new course/programme in the university and the role of Vice Chancellor in the process. The questions were answered by the members of the IQAC.
3. Prof. H.P. Khincha from the NAAC Peer team asked the IQAC about the steps taken to improve the research environment in the university. The IQAC members answered the questions with facts and examples. Further, Prof. Sunandan Baruah, explained the NAAC Peer team that the IQAC conducted a study on the research environment of the university by preparing a questionnaire which was circulated to all the faculties of the university and the feedback was collated and analyzed and based on this study and analysis, a proposal was prepared and submitted to the management of ADBU for further action.
4. Prof. Khincha also discussed about the eco-friendly green campus and expressed his appreciation in this matter. He also appreciated the IQAC team for their active involvement and contribution towards the quality improvement of the university.
5. The NAAC peer team also mentioned that the IQAC of ADBU is well structured consisting of members from faculty, alumni and all other stakeholders as well as people from academia and industry, making it an active cell in maintaining a quality culture in the University.
6. The NAAC peer team also asked the external members about their involvement in various activities of the University. They mentioned about their regular involvement through the meetings of the IQAC and presence in major activities in the University.
7. At the end, Chairperson Fr. Mavelly thanked all the external and internal members of IQAC for their participation in the meeting and specially thanked the NAAC peer team for giving their attention to the activities of the IQAC.

Fr. (Dr.) Stephen Mavelly
Chairman, IQAC
Assam Don Bosco University

Dr. Monmoyuri Baruah
Coordinator, IQAC
Assam Don Bosco University