

MINUTES OF THE MEETING OF IQAC HELD ON 6th DECEMBER, 2018

An internal meeting of the IQAC was held in the office of the Director, IQAC on 6th December, 2018 at 3:00 p.m. under the chairmanship of the Director, IQAC. The following members were present:

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| 1. Prof. A. Mitra, Director, IQAC | - | Chairman |
| 2. Prof. R. C. Parida, Department of Commerce | - | Member |
| 3. Prof. Sumpam Tangjang, Department of Botany | - | Member |
| 4. Prof. Oken Lego, Department. of Hindi | - | Member |
| 5. Dr. Rajesh Chakrabarty, Department of Chemistry | - | Member |
| 6. Dr. David Pertin, Jt. Registrar (Acad. & Conf.) | - | Member |

The Director of IQAC welcomed the members and briefed about the objective of the meeting.

1. The Director, informed that the final print of the Annual Report 2017-18 has been received by the University from the press and thanked the editorial board for the job. The Director also informed that the application for the NIRF 2019 has been successfully uploaded on 29th November, 2018.
2. Prof. Sumpam Tangjang who was entrusted with the responsibility to complete the AQAR 2017-18 informed that AQAR of all the departments/Institutes have been received and the AQAR would be completed by 10th December, 2018 so that it can be uploaded before 31st December, 2018. (Action to be taken from Prof. S. Tangjang)
3. Regarding the appointment of departmental coordinators of IQAC, members had a threadbare discussion and resolved that the respective Heads of the departments/institute may be requested to nominate a faculty for the purpose. The request may go from the Registrar. (Action to be taken from Registrar).
4. The members discussed about the ways and means to prepare for the forthcoming NAAC accreditation of the University due in 2020. A broad based meeting may be held shortly by inviting the experts of NAAC from our University for their suggestions. (Action to be taken from Director, IQAC).
5. Since NAAC would conduct the Student Satisfaction Survey (SSS) through online mode only, Director requested Jt. Registrar (Acad. & Conf.) to collect the email ID of all the students. The members also felt that University should undertake the student feedback in 2019 via online mode on a trial basis. The members also requested the Director to invite Jt. Director, VSAT in the next meeting to discuss about the matter. (Action to be taken from Jt Director, VSAT and Dr. Rajesh Chakrabarty)

The meeting ended with vote of thanks from the Chair.



(Prof. A. Mitra)
Director, IQAC

Copy to:

1. Copy to PS to Vice Chancellor for kind information please.
2. Copy to Registrar for information please.
3. Copy to Joint Registrar for uploading the minutes in the University Website.
4. All the concerned members.
5. Office copy.