

ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 25th March, 2019

Sl. No.	RESOLUTION	REMARKS
1.	Regarding the decision to collect student's feedback for teachers in online mode, Prof. Utpal Bhattacharjee briefed about the progress of the OTP-based student feedback form. He informed that the program is ready and assured the committee that it would be completed before the 4th semester examination form submission in consultation with Mr. Tsering D. Megeji, Jt. Director Computer Centre) The chairman instructed to complete it by 20th April. (Action to be taken by Prof. Utpal Bhattacharjee and Mr. Tsering D. Megaji)	Action Taken
2.	Director, IQAC informed that the draft format for Academic & Administrative audit in the year 2019 to meet the requirement for NAAC assessment in the year 2020 is ready. Chairman advised that a component of millennium SDGs are to be included in the format and sent to all the members of the IQAC for the comments and input. (Action to be taken by Director, IQAC) Chairman advised that a component of millennium SDGs are to be included in the format and sent to all the members of the IQAC for the comments and input.	Action Taken
3.	Dr. David Pertin, Jt. Registrar (Academic & Conference) & Member of the IQAC informed that some of departments are yet to furnish the email addresses of their students.	Action Taken
4.	Vice-Chancellor informed that two new rain water harvesting units would be installed in Central Library and Old academic block. Existing rain water harvesting units in Department of CSE, Geography and Institute of Distance Education are non-functional at present. Steps have been undertaken to make them functional.	Under process
5.	Regarding the participation of the alumni in the growth of the university, Alumni Association was requested to hold a meeting tentatively by the end of April 2019	Under process
6.	Regarding the Green audit of the campus, Prof. Sumpam Tangjang informed that taxonomic identification of the higher plant species in the RGU campus has been completed. Further action for painting the name tags EE was requested to follow up.	Under process
7.	Director was requested to write to all HoDs /Directors to send a copy of the BUGS & BPGS meeting minutes to Office of the Director for record keeping.	Under process
8.	Director was also requested to write to all HoDs /Directors to provide employment details of the alumni to the Office of the Director for record keeping.	Under process only a few dept. submitted
9.	The follow formats were placed for approval a. CAS Format (As per UGC regulation 2018) b. Student Feedback Proforma c. Annual Report Proforma 2018-19 d. AQAR Format (As per new NAAC guidelines)	Action taken



