

## MINUTES OF THE MEETING OF IQAC HELD ON 11<sup>th</sup> OCTOBER, 2017

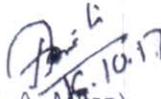
A meeting of the IQAC was held in the office of the Director, IQAC on 11<sup>th</sup> October, 2017 at 3:00 p.m. to discuss about the progress of the various activities of the IQAC. The following members were present:

1. Prof. A. Mitra, Dept. Of Economics – Director
2. Prof. Utpal Bhattacharjee, Dept. Of CSE – Member
3. Prof. Oken Lego, Dept. Of Hindi – Member
4. Dr. Rajesh Chakraborty, Dept. Of Chemistry – Member
5. Dr. David Pertin, Jt. Registrar – Member

After a lot of deliberation the following decisions were taken:

1. The Director congratulated two of IQAC members like Prof. Oken Lego for getting 'Hindi Bhasha Seva Samman 2017' of Government of Madhya Pradesh and Dr David Pertin for the Rashtriya Gaurav Award by India International Friendship Society, New Delhi.
2. The Director informed that the draft copy of the Annual Report, 2016-17 (English section only) has already given to the press for proof reading. Further, the Director give the responsibility of editing the Hindi section to Prof. Oken Lego and his colleagues of Hindi Department. It was informed that the entire process of publishing the Annual Report 2016-17 will be completed by the end of this month.
3. The Director also intimated that Prof. Bipan Hazarika took the responsibility for completing the AQAR – 2016-17 although he is currently on EOL. The Director informed that data required for preparing the AQAR has already been supplied to Prof. Hazarika.
4. The Director also informed that initial meeting of the subcommittee for preparing data for NIRF ranking has already been convened under his chairmanship and necessary guidelines and suggestions have been given to the NIRF subcommittee.
5. The meeting also decided to organize a half-day workshop in November, 2017 for the young faculty members of the University on how to improving the quality of publications and enlighten them with latest API related information. The Director assigned the responsibility of the workshop to Prof. Kesang Degi and Dr. Rajesh Chakraborty. They are requested to meet the Director at the earliest regarding the fixation of date.
6. The Director presented a detailed account of journal publications (on the basis of Annual Report 2016-17) by the faculty members of the University during the year 2016-17 along with department-wise number of impact factor of journal publications. The committee discussed about the measures that may be taken to improve the quality of the publications.
7. The Director informed that an external member of IQAC of Rajiv Gandhi University is coming in connection with Ph.D viva. So he opined to take advantage of his presence so that a full fledged IQAC meeting on 27<sup>th</sup> October, 2017 may be convened at around 3 p.m.

The meeting ended with vote of thanks from the Chair.

  
(Prof. A. Mitra)  
Director, IQAC

Copy to:

1. The PS to Vice-Chancellor, RGU for information pl.
2. All the concerned members.
3. Office copy.