



**MINUTES OF THE MEETING OF IQAC MEETING
HELD ON 26TH MAY, 2023**

The IQAC meeting was held on 26th May, 2023 at 11:00 AM in the IQAC Conference Hall under the Chairmanship of Prof. Saket Kushwaha, Honorable Vice-Chancellor, RGU and Chairman of IQAC. The following members were present in the meeting:

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| 1. Prof Saket Kushwaha | : Honorable Vice Chancellor, RGU (Chairman) |
| 2. Prof. R.C. Parida | : Director, IQAC |
| 3. Prof. Prashna Kumar Panigrahi | : Director, R& D Cell, RGU : Special Invitee |
| 4. Dr. Nabam Tadar Rikam, Registrar, RGU | : Special Invitee |
| 5. Dr. Bijay Raji, COE, RGU | : Special Invitee |
| 6. Prof. Otem Padung, Finance Officer, RGU | : Special Invitee |
| 7. Dr. Kangki Megu, Principal, Indira Gandhi Government College, Tezu | : External member |
| 8. Prof. Utpal Bhattacharjee, Dept. of CSE | : Member |
| 9. Prof. Sanjeev Kumar, Dept. of Physics | : Member |
| 10. Prof. Sumpam Tangjang, Dept. of Botany | : Member |
| 11. Prof. Oken Lego, Dept. of Hindi | : Member |
| 12. Dr. Gibji Nimasow, Dept. of Geography | : Member |
| 13. Dr. Firos A, Dept. of CSE | : Member |
| 14. Dr. Sunil Nandi, Dept. of Commerce | : Member |
| 15. Dr. David Pertin, Jt. Registrar (Aca. & Conf.) | : Member |

Four members could not attend the meeting due to their pre occupations as informed earlier.

Prof. R.C. Parida, Director, IQAC welcomed the chairman, members of IQAC and special invitees to the meeting. Agenda of the meeting was to discuss and review about the IQAC activities happened in the year 2022-23, discuss and make plan of activities for the Academic year 2023-24.

Dr. N. T. Rikam, Registrar, RGU to felicitated Dr. Kangki Megu, Principal, Indira Gandhi Government College, Tezu, the external member of IQAC, RGU.

With the permission from the Chair Prof. R.C. Parida presented the activities of IQAC from 2018-19 to 2022-23.

Activities of IQAC during 2018-19:

- Prepared and submitted data for NIRF, in November 2018. RGU ranked No. 99 in this year.
- Organized Fulbright-Nehru Fellowship on 15th March, 2019 (USIEF).

R.C. Parida
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- Organized a Workshop on Opportunities of Collaboration in Research and Innovation with the European Union on 4th April 2019. A delegation of nine members of European Union participated in the workshop.
 - Conducted seven IQAC meetings during the reporting period for reviewing and improving quality of activities in RGU. The minutes of all the meetings are uploaded in the university website.
 - AQAR 2017-18 was prepared and uploaded in the University website.
 - Annual Report 2017-18 was prepared by IQAC well in time.
 - Completed students feedback and circulated to various departments.
- The members reviewed the activities of IQAC during the period and accepted it.

Activities of IQAC during 2019-2020:

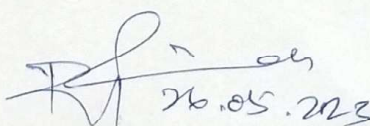
- Organised an Orientation Programme on Academic Assessment and Accreditation (Jointly by IQAC & IDE, RGU) on 12th February 2020.
 - Conducted Academic and Administrative Audit during 27-28 February 2020.
 - Compiled Annual Report 2018-19 of University.
 - Completed students feedback and circulated to various departments.
- The members reviewed the activities of IQAC during the period and accepted it.

Activities of IQAC during 2020-2021:

- Compiled Annual Report 2020-21 of University.
 - Conducted an Online Talk Session on Tools for Quality Improvement in Research & Development in collaboration with Clarivate Analytics on 2nd June, 2020.
 - Conducted Workshop on Research Ethics and Plagiarism in collaboration with Department of History, RGU on 31st August 31, 2020.
 - Organised five day (Sept 02-06, 2020) Capacity Building Programme on Approaches for Quality Research Paper Writing in High Impact Journals.
 - Conducted webinar on Fulbright- Nehru & Other Fellowships in collaboration with USIEF, Kolkata on 12th March 2021.
 - Completed students feedback and circulated to various departments.
- The members reviewed the activities of IQAC during the period and accepted it.

Activities of IQAC during 2021-2022:

- Compiled Annual Report 2021-22 of University.
 - Organized a two day (October 27-28, 2021) Online Workshop on Research and Publication Ethics in collaboration with Faculty of Physical Education and Sports Sciences RGU.
 - Organized National Intellectual Property Awareness Mission (NIPAM) under the banner "Azadi Ka Amrit Mahotsav" in association with Intellectual Office Kolkata on 17th February 2022.
 - Conducted one day Consultative Workshop on National Education Policy 2020 on 15th March 2022. This workshop drafted a road-map for the integration and implementation of the NEP 2020 in the University.
 - Completed students feedback and circulated to various departments.
- The members reviewed the activities of IQAC during the period and accepted it.

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Activities of IQAC during 2022-2023:

- Annual Report 2022-23 of University is under construction.
- CSE -IQAC programme on Quality Initiative Programme on Science and Technology conducted on 15th October 2022.
- Organized Full Bright – USIEF Programme on 13th April 2023.
- Completed students' feedback and circulated to various departments.

The members reviewed the activities of IQAC during the period and accepted it.

Prof. R.C. Parida also placed the plan of action of **IQAC for the year 2023-2024** and placed the following points for the discussion:

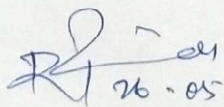
- Annual Report 2022-23 of the University is under construction.
- Proposed a capacity building program for research for young faculties and research scholars in the month of June 2023.
- Faculty induction programme for newly joined teachers in RGU to be conducted on 1st week of June 2023.
- Students feedback to be completed.
- At least one meeting in each quarter in a year to be held.

The members accepted the proposed activities of IQAC during the period for conducting.

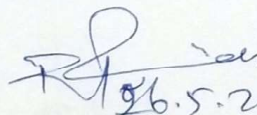
The following resolutions were unanimously approved;

- HVC instructed the IQAC to conduct an awareness seminar/workshop on Tobacco Free Day i.e. on 31st May 2023. IQAC will coordinate the program in collaboration with Department of Sociology, Social Work, Psychology and IDE. He pointed out that, GoI is launching various portals (eg:- LiFE, UTSAH portal etc) for data collection and analysis from various organisation from time to time. The IQAC to act as a nodal office to deliver the data to such portals in future.
- Dr. Kangki Megu Mentioned that the IQAC of IGGC , Tezu prepares AQAR every year on time and the 5th year prepares the SSR based on it. He mentioned that an action plan should be made for the overall activities of IQAC for the coming years.
- Prof. Otem Padung, Finance Officer, RGU highlighted the need for organising the training sessions / workshop for RGU employees on Office automation softwares and work life balance workshop. Prof. Utpal Bhattacharjee added on this point that the employees who is actually dealing with data (financial, academic, administrative etc.) which is needed by various ministries/accreditation teams/organisations must be given training on this. Such training be organised by IQAC (with internal experts / officers) in June 2023.

The Chairman, IQAC instructed the IQAC to organise such training sessions in the summer vacation (2023) for Non-teaching employees. He suggested that attending such training session may be considered as a metric for employee's performance.

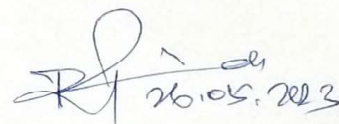

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- Dr. Bijay Raji , CoE, RGU mentioned that the Courses structure of various departments is not properly informed to CoE office till now. He also opined that from time to time training to be given to the stake holders of affiliated colleges to coordinate with the official activities of RGU.
- The Chairman, IQAC suggested for conducting 4 meetings every year with the stake holders of affiliated college (comprising Principal, Exam coordinator, IQAC coordinator, and Academic In Charge) of each college. Ten colleges per meeting / session may be organised on rotation basis.
- The Chairman, IQAC emphasised the need of submitting the drafted syllabus in accordance with NEP 2020 to ministry. He told to call a meeting with colleges for implementation of NEP 2020 at RGU. He told that NEP 2020 syllabus can be implemented at the UG and PG programs.
- Dr. David Pertin told that, the meeting may be conducted with the college authorities on 2nd/3rd June 2023. Where NEP 2020 based course as per new Board of studies will be discussed.
- Dr. Kangki Megu mentioned the need to establish a unified online web portal system for affiliated colleges of RGU and connect it to Department of Education, Government of Arunachal Pradesh / Directorate of Higher & Technical Education portal (similar to the system implemented by Karnataka Govt. for its colleges). HVC informed that RGU will communicate to Department of Education Government of Arunachal Pradesh to discuss on this matter.
- HVC highlighted the need to popularise Academic Bank Credit (ABC) through various notices to departments and colleges and encourage the students to register for it. He emphasised on the Delhi University model E-resource system, where faculties/ experts from departments or colleges may contribute the e-resources to its database so that students of RGU may access it from the portal. He suggested inviting the Librarian of DU to RGU to explore the possibility of implementing such system at RGU.
- Prof. P. K. Panigrahi suggested for year wise review committee for IQAC activities and extend regular training on official writing skills for employees, specially for the employees dealing with files. For this HVC suggested that the last meeting out of 4 meetings of IQAC conducts every year, can be marked as a **review cum future plan meeting of IQAC**. In the final (4th) meeting, a review of the current year of IQAC activities as well as plan for next year to be finalised.
- The Chairman, IQAC also suggested the need for creating Data Access Point (software) and suggested the members to explore how that can be implemented and maintained at RGU.
- Prof. Panigrahi also suggested circulating the shortfalls reported by the previous NAAC visit team (2nd Cycle - 2015) to various offices and departments so that for the current year Depts. Will improve upon.
- Prof. Sanjeev Kumar highlighted the urgency in finishing the NEP 2020 related works for immediate submission to the ministry.


26.5.2023

- Dr. N. T. Rikam, Registrar, RGU, congratulated the RGU fraternity for the achieving the rank of 16 in Indian Institutional Ranking Framework (IIRF) 2023. He also congratulated the team of Dept of Zoology, RGU, as it signed a very promising MoU & a MTA with Tubingen University, Germany to work on the rove beetle. He highlighted the need for student quality enhancement through various activities. For this he suggested that IQAC and placement cell to work in tandem for conducting such activities.
- The Chairman, IQAC & HVC suggested instructing all MoU coordinators to submit the outcome / progress report every 6 months. He appreciated the IQAC team for all promising activities it conducted under the leadership of Prof. R.C. Parida, Director, IQAC.
- It was resolved that the IQAC will prepare the calendar of events and tentative meeting schedules of IQAC , conducting review meetings. The student feedback, employees feedback (teaching and non- teaching), employer feedback etc will be taken up by Computer Centre, RGU. The RGU ordinances will be re-sent to the colleges by the Administrative branch of RGU.
- The Academic & Administrative Audit (AAA) report to be re-circulated by IQAC to Depts. for necessary action in view of 3rd cycle of NAAC accreditation.

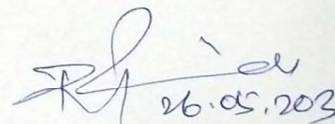
The meeting came to an end with the vote of thank by the Dr. David Pertin, Joint Registrar (Aca & Conf.), RGU and member, IQAC.



(Prof. R.C. Parida)
Director, IQAC

Copy to;

1. PS to Vice Chancellor for information.
2. PS to Registrar for information.
3. All Special Invitees to IQAC meeting.
4. All members of IQAC
5. Office Copy/Guard file.



(Prof. R.C. Parida)
Director, IQAC