

Minutes of the meeting of IQAC of ADBU held on 26th of June 2013

A meeting of the IQAC of the University was held on 26th June 2013 in the Office of the Vice Chancellor. The meeting was presided over by the Vice Chancellor, and the following members were present:

1. Chairperson - Fr. Stephen Mavelly, Vice Chancellor, ADBU
2. Members -
 - a) Fr. Lukose Cheruvalel, Director, Snehalaya Shelter
 - b) Dr. Peter Hauhnaar, Development Officer, ADBU
 - c) Mr. Bikramjit Goswami, Asst. Prof., Dept. of EEE, DBCET
 - d) Mr. Kashinath Hazarika, Former Chairman, NEDFI
 - e) Mrs. Rachael Kabi, Asst. Prof. School of Humanities and social Sciences
 - f) Dr. Monmoyuri Baruah, Director IQAC
3. Special Invitee
 - a) Fr. Joseph Nellanatt, Pro-Vice Chancellor

The meeting started with confirmation of the minutes of the previous meeting.

In the quarterly meeting of the Internal Quality Assurance Cell (IQAC) of Assam Don Bosco University (ADBU) the following points were discussed.

1. At first the Vice Chancellor of ADBU who is the Chairman of the IQAC of the university welcomed all the members and asked the Director of the cell to start the proceedings of the meeting.
2. As per the agenda of the meeting, the review of the reports submitted by different constituent units of the university was done and following were the discussions and observations related to that.
 - (a) While reviewing the reports submitted by DBIM it was observed that in their report they included only the theoretical aspects of teaching –learning-evaluation methodologies incorporated in their institution. However, it was commented by the members that in their quarterly reports they should include staff performance, hostel management and other aspects related to overall development of the institute as well.
 - (b) After reviewing the IQAC report of DBCET, it was observed that there are too many points included in their report as discussed in their own meeting. Therefore, the members suggested that it should be narrowed down to some feasible and achievable goals only.
 - (c) It was also pointed out that the goals set by the units should focus more on the weaker sectors of their respective units rather than the strong ones, for actual improvement in quality.
 - (d) It was decided that the constituent units would be asked to include the minutes of their own IQAC meetings in the quarterly reports submitted to the university.
3. In reviewing the research activities of the university, the following points were observed.
 - (a) 12 numbers of different types of projects have been applied by the various constituent units of the university to various agencies, including AICTE, DST, DBT, NABARD, CSIR, Canadian high commission and Australian high commission.

- (b) Research talks are regularly taking place every Friday at the university.
 - (c) Research collaborations of the university have taken place by signing of MOUs with Asian Institute of Technology (Bangkok), Bangkok University and National metals and material technology center, Thailand during the last quarter.
 - (d) University is presently focusing on the research areas which would benefit the region and the society at large.
 - (e) Mentoring system is falling into place now and needs to be continuously monitored for further improvement. The next staff meetings of the units are requested to include a feedback session on mentoring in their agenda.
4. In setting the goals for the new academic session 2013-2014, the following points were discussed-
- (a) Tutorial classes would be included in the regular routine for improvement of the academic performance of the students.
 - (b) The security system of the campuses under the university would be improved with further training and management of the manpower involved.
 - (c) Every members of the university would be asked to wear the ID card whenever they are in the campus.
 - (d) A new course on Media studies would be started by the university.
 - (e) A journal of North-East India, a magazine cum journal of social sciences would be published.
 - (f) Mentoring system would be further improved with systematic efforts.
 - (g) Four numbers of conferences including one of international level is planned for.
 - (h) Student ambassador concept would be further reciprocated into the student community.
 - (i) Steps would be taken for community development of the nearby areas.

Name

Signature of Director, IQAC

Name

Signature of Chairperson, IQAC