

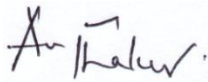
COMMITTEE NAME	DATE	TIME AND VENUE
IQAC	21-05-2020	Google Meet
MEETING NO.: Special Meeting		
<p>The following members attended the meeting:</p> <ol style="list-style-type: none"> 1. Dr. Amarjyoti Choudhury 2. Prof. Bandana Dutta 3. Mr. Joutishman Dutta 4. Prof. (Dr.) Sunandan Baruah 5. Prof. (Dr). B. K. Dey 6. Dr. Rajeev Sarma 7. Dr. Seema Sharma 8. Prof. Manashi Sengupta 9. Dr. Arup Kalita 10. Mr. Ashim Barman 11. Ms. Monika Bora 12. Mr. Raktimabh Kakati 13. Mr. Anjan Thakur 14. Mr. Bhabajyoti Saikia 		
<u>AGENDA</u>		
<ol style="list-style-type: none"> 1. Discussion on the NAAC Accreditation circle 1. 2. Review of marks obtained as per the criteria. 3. Discussion on preparation of an improvement plan followed by gap analysis. 4. Others 		
MINUTES OF IQAC MEETING		
ITEMS:	DISCUSSIONS& RESOLUTIONS:	
<p>1: Discussion on the NAAC Accreditation circle 1</p>	<p>Director, IQAC placed the SSR report in front of all the members present in the meeting. He also showed a self-made report prepared based on the feedback received from the NAAC peer team.</p> <p>After seeing the feedback report, the Vice Chancellor said that the grade of ADTU is not satisfactory. He asked all the members to make a strategic plan for the next circle to get good grades in the second circle.</p>	

	<p>The Dean of Studies also agreed with the remarks of the Vice-Chancellor and furthermore, he mentioned that any improvement in NAAC grading requires continuous systematic effort. Proper documentation and record keeping of any activities also plays an important role in NAAC grading process.</p>
<p>2: Review of marks obtained as per the criteria.</p>	<p>Director, IQAC was asked by the members to show the marks obtained as per the criteria and it was observed that out of 4 grade point AdtU had scored as follows</p> <ul style="list-style-type: none"> • Curricular Aspects- 2.73 • Teaching-learning and Evaluation- 2.61 • Research, Innovations and Extension-1.15 • Infrastructure and Learning Resources-2.69 • Student Support andProgression-2.26 • Governance, Leadership and Management-2.25 • Institutional Values and Best Practices-2.97 <p>It was noted that in Criteria number 3, AdtU scored very low and due to which total score went down to 2.24 (Grade B).</p>
<p>3: Discussion on preparation of an improvement plan followed by gap analysis.</p>	<p>Director, IQAC asked Vice chancellor and other members to put forward their suggestions to make the improvement plan for next circle.</p> <p>In response to his request, the VC asked him and the IQAC team to prepare a gap analysis report. Based on the report, it will be possible to identify the key areas where highest improvement is required and where AdtU needs to maintain the current position.</p> <p>All the deans of different faculty of studies also suggested IQAC team to go through the each and every metric point of the SSR sheet and then to prepare the gap analysis report. In some criteria's if special attention can be given to some specific metric points, then chances of getting a good score in that criteria will be higher.</p>

1. Others	<p>IQAC team shared the work plan for the next 6 months which was as follows</p> <ul style="list-style-type: none">• Gap analysis of NAAC grading and preparation of report• Academic and administrative audits to find out present status• Improvement plan or strategic plan based on the gap analysis report

The meeting ended with a vote of thanks to and from the Chair.

Member Secretary



(Anjan Thakur)
IQAC Committee