



No. AAU/ RG/PME-14/ IQAC/2022-23/ 329

Date: 30/12/2022

**Proceedings of the Internal Quality Assurance Cell meeting**

**Venue: VC's Conference Hall, AAU, Jorhat**

**Date: 30.12.2022**

**Attendance**

1. Dr. Bidyut C. Deka, Vice-Chancellor, AAU, Jorhat
2. Mr. T. K. Gohain, ACS, Registrar, AAU, Jorhat,
3. Dr. J. Deka, Dean, FA, AAU, Jorhat
4. Dr. M. Das, Dean, FCSc, AAU, Jorhat
5. Dr. N. Borthakur, i/c Comptroller, AAU, Jorhat
6. Dr. R. K. Sarma, Jt Regoistrar, (Academic), AAU, Jorhat
7. Mr. M. Borthakur, Deputy Comptroller, AAU, Jorhat
8. Mr. Akash Jyoti Gogoi, Entrepreneur, Jorhat
9. Mr. M. Borthakur, Dy Comptroller, AAU, Jorhat
10. Dr. Bina Buragohain Gogoi, Coordinator, IQAC, AAU, Jorhat
11. Dr. Bijoylaxmi Bhuyan, Co-coordinator, IQAC, FCSc, AAU, Jorhat
12. Dr. P. Patgiri i/c PME Cell, AAU, Jorhat
13. Dr. R Kandali, Member, PME Cell, AAU, Jorhat
14. Dr. H Gogoi, Member, PME Cell, AAU, Jorhat

The following members were present on virtual mode

1. Dr. B. N. Saikia, Dean, FVSc, AAU, Khanapara
2. Dr. B. Kalita, Dean, FFSc, AAU, Raha,
3. Dr. S. K. Bhagawati, Co-coordinator, IQAC, FFSc, AAU, Raha
4. Dr. M. Bhuyan, Co-coordinator IQAC, FVSc, AAU, Khanapara
5. Mr. Dipankar Gogoi, Member, IQAC, GS, SS, CA, AAU
6. Mr. Manish Borah, Member, IQAC, GA, SU, CVSc, AAU

A meeting was held under the Chairmanship of Dr. Bidyut C. Deka, Vice-Chancellor, AAU, Jorhat on hybrid mode at Vice Chancellor's Conference Room, AAU, Jorhat on 30.12.2022 to discuss the activities and functioning of the Internal Quality Assurance Cell (IQAC) of AAU, Jorhat. At the very outset, the meeting condoled the demise of Heeraben Modi, the mother of the honourable Prime Minister of India and legendary footballer Pele.


*Patgiri*  
30/12/2022

Dr. Pulin Patgiri, In-charge PME Cell, AAU, Jorhat welcomed the members of the house. He briefed the house about the objectives of the meeting and asked for suggestions and new ideas from the house regarding the functioning of IQAC.

The Coordinator of the IQAC, AAU, Jorhat presented the vision, objectives, function and existing system of performance for various tasks. She also urged the house to put forward suggestions for the development of the road map and also to fix the quality benchmark of the parameters looked after by the IQAC. The Hon'ble Vice-Chancellor, in his address, emphasised the importance of the IQAC in the context of quality management in university education, research and extension, and also from the viewpoint of upcoming NAAC accreditation. He stressed the need for quality management in academics with the modernisation of classroom facilities. He informed the house that several products have been licensed and some others are in the pipelines under the AAU Select Brand to enhance certain quality parameters. He stressed for preparation of the document containing SOP by June, 2023 regarding parameters for NAAC accreditation.

**Resolutions of the meeting:**

1. The meeting discussed about the development of guidelines to work out quality parameters.
2. The meeting also suggested to initiate work in quality assurance parameters as per the NAAC and such other agencies involved in awarding university ranking.
3. The meeting also stressed the need for the development of a single format for teachers' evaluation on an annual basis.
4. The meeting suggested the creation of a road map for the future functioning of the IQAC.
5. The meeting suggested the induction of the i/c Science & Technology Cell as a member of IQAC.
6. The meeting suggested the Coordinator for convening the IQAC meeting every six month.

  
30/12/2022  
(Pulin Patgiri)  
i/c PME Cell  
AAU, Jorhat