



OFFICE OF THE REGISTRAR ::: ASSAM AGRICULTURAL UNIVERSITY

JORHAT-785013

No. AAU/RG-1.11(36)/2025-26/ 6381

Dated: 21/8/2025

Proceedings of the meeting (Hybrid) of Internal Quality Assurance Cell, Assam Agricultural University, AAU, Jorhat in the Conference Hall of the Hon'ble Vice Chancellor's Conference Hall, AAU, Jorhat held on 21st July, 2025 at 04.00 pm.

Members Present:

1. Dr. Bidyut C. Deka, Vice Chancellor, AAU, Jorhat.
2. Sri T. K. Gohain, ACS, Registrar, AAU, Jorhat.
3. Dr. P. K. Pathak, Dean, faculty of Agriculture, AAU, Jorhat.
4. Dr. Mamoni Das, Dean, Faculty of Community Science, AAU, Jorhat.
5. Dr. Ramen Kr. Sharma, Joint Registrar (A), AAU, Jorhat.
6. Dr. Madhumita Barooah, Prof. & Coordinator, IQAC, AAU, Jorhat
7. Dr. Chinmoy Kr. Sharma, Chief Scientist, AICRP on IWM, AAU, Jorhat
8. Dr. Debanand Das, Pr. Scientist, DR (Agri), AAU, Jorhat
9. Dr. Toslima Sultana Begum, Assoc. Professor, Deptt. of HDFS, CCSc., AAU, Jorhat
10. Dr. Sumita Acharjee, Assoc. Prof., Deptt. of ABT, AAU, Jorhat
11. Dr. Gayatri Goswami Kandali, Asstt. Prof. Deptt. of Soil Science, AAU, Jorhat
12. Dr. Aditi Smith Gogoi, Assoc. Prof., Deptt. of THT, AAU, Jorhat
13. Dr. Tankeswar Nath, Asstt. Prof., Deptt. of ABT, AAU, Jorhat
14. Dr. Sunita Boruah, Asstt. Prof., TAD, CCSc., AAU, Jorhat
15. Dr. Manisha Sharma, Asstt. Prof., FSN, CCSc., AAU, Jorhat
16. Dr. Pompy Malakar, Asstt. Prof., ECM, CCSc., AAU, Jorhat
17. Dr. Manashee Hazarika Ahmed, Asstt. Prof., CS, AAU
18. Dr. Kuldip Medhi, Jr. Scientist, DR (Agri), AAU, Jorhat
19. Ms. Parishmiti Sonowal, Asstt. Prof., CS, AAU

A meeting to discuss about the progress of the Internal Quality Assurance Cell, Assam Agricultural University, AAU, Jorhat was convened in the Conference Hall of the Hon'ble Vice Chancellors's Office, AAU, Jorhat at 04.00 pm on 21st July, 2025 under the chairmanship of the Hon'ble Vice Chancellor, AAU.

The meeting was initiated with a welcome address by the Registrar, Sri Tapan Kr. Gohain, ACS and greeted the members of the reconstituted IQAC. The objective of the meeting was mentioned to continue the quality of education in Assam Agricultural University along with accreditation.

[Handwritten signature and date 21/8/25]

The Chairperson of the house emphasized the importance of the forthcoming ICAR and NAAC evaluations in the context of proposed structural and academic changes. He expressed optimism, noting that Assam Agricultural university was recently ranked 10th by the Indian Institutional ranking Framework (IIRF), and expressed confidence that the University could secure a position among the top ten institutions nationally. He also informed that the Internal Quality Assurance Cell (IQAC) at Assam Agricultural University has been reconstituted and Dr. Madhumita Barooah, Professor, Department of Agricultural Biotechnology, AAU, Jorhat has been nominated as the Coordinator of the said cell. Moreover, he also added that the NAAC coordinating committee has also been re-constituted for accreditation and other purposes and has suggested arrangements to apply for NAAC accreditation along with NEAB and NIRF. The Chairman also expressed his desire to know the views/plans of Dr. Madhumita Barooah, Professor & Coordinator, IQAC, AAU, Jorhat regarding the functioning of IQAC in AAU, Jorhat.

Dr. Madhumita Barooah, Professor & Coordinator, IQAC, AAU, Jorhat underscored the importance of developing a centralized master data repository to eliminate redundant data entry and facilitate standardized data access across multiple institutional units. She also emphasized the need of a Google format for students' feedback.

The Chairperson of the house also asked about the status regarding data base of non-teaching employee of AAU in CDMS and the house informed that the data base of non-teaching employees has already been updated in CDMS Portal and on the basis of this Annual Appraisal and Assessment Report in respect of the Grade-I, II, III officers and employees of AAU has already been rolled out through CDMS Portal. Meanwhile, the notification issued vide Memo No.AAU/RG/1.5.40/2025-26/2784 dated: 17/5/2025 was meant for the online AAR in which it was clearly mentioned that the existing Work Performance Report meant for the Grade IV employees of AAU will continue in the offline mode.

During interaction with the other members of the meeting present online, Dr. Sarada Kanta Bhagawati, Associate Professor, Department of AEM, CFSc, AAU, Raha & Co-Coordinator of IQAC has suggested the house to prepare for accreditation of NAAC as per the guidelines.

The Joint Registrar (A), AAU, Jorhat suggested the house to prepare step by step for accreditation process of ICAR, NIRF, Peer Review Team and NAAC. In this connection, IQAC was advised to target the preparation of the first draft of the ICAR self-study report by 21st October, 2025 followed by a review by 31st December, 2025 and finalization of the report by 20th February, 2026.

The house recommended to procure the NAAC draft evaluation format and to initiate data collection by 21st November, 2025. The compilation of the document should be completed by 21st January, 2026, with the final submission scheduled by 31st March, 2026.

Moreover, a resolution was passed to initiate the process for obtaining ISO Certification for AAU.

Dr. 1/8/25

The Chairperson also suggested constituting a core group of IQAC members, preferably drawn from AAU main campus to be proposed by Dr. Madhumita Barooah, Professor & Coordinator, IQAC, AAU, Jorhat to streamline the accreditation related tasks, coordinate data collection across departments and also to ensure timely preparation and submission of quality assurance documents which will further be notified by the Registrar, AAU, Jorhat.

The house suggested conducting periodic review meeting of IQAC in every two (02) months at Registrar's level and an annual review meeting involving all IQAC members including the Chairperson.

The meeting was concluded with a vote of thanks by the Registrar, AAU, Jorhat.

Sd/-
Sri T. K. Gohain, ACS,
Registrar,
Assam Agricultural University,
Jorhat-785013.

Dated: 21/8/2025

Memo. No. AAU/RG-1.11(36)/2025-26/ 6382-406

Copy for information and necessary action to:

1. The Secretary to the Vice Chancellor, AAU, Jorhat.
2. The Comptroller, AAU, Jorhat.
3. The Dean, Faculty of Agriculture / Faculty of Veterinary Science/ Community Science/ Fisheries Science, AAU, Jorhat/Khanapara/Raha.
4. The Director of Research (Agri.)/ (Vety.)/ Extension Education/ Post Graduate Studies/ Student Welfare / Physical Plant, AAU, Jorhat/ Khanapara.
5. The Chief Librarian, Rev. B.M. Pugh Library, AAU, Jorhat.
6. The Joint Registrar (Acad.), AAU, Jorhat/Khanapara.
7. The Associate Dean, BNCA/ LCVSc/ SCS College of Agriculture/ College of Horticulture & FSR, AAU, Biswanath Chariali/ North Lakhimpur/ Rangamati, Dhubri/ Nalbari.
8. The OSD, College of Sericulture, AAU, Jorhat.
9. Dr. Madhumita Barooah, Professor & Coordinator, IQAC, AAU, Jorhat.
10. All the Co-coordinators/members of IQAC, AAU, Jorhat.
11. The Deputy Registrar (P), AAU, Jorhat.
12. The Assistant Registrar (A)/ Administrative Officer, AAU, Jorhat.
13. General Secretary, Students Association, CA/CVSc., AAU, Jorhat/Khanapara.
14. Concerned File.


Registrar,
Assam Agricultural University,
Jorhat-785013.