

Minutes of the First Meeting of the newly constituted IQAC held on December 29, 2023

The first meeting (hybrid mode) of the newly constituted Internal Quality Assurance Cell (IQAC) was held on 29th December, 2023 at *Beekshan*, the Conference Hall of the University Guest House *Vishranta* to discuss the following agenda.

Sl. No.	Agenda Item Number	Agenda
1	IQAC/2023-01/12/01	Analysis of the Fourth Cycle of the NAAC Assessment
2	IQAC/2023-01/12/02	Future Course of Action
3	IQAC/2023-01/12/03	Preparation of IQAC Activity Calendar for the Year 2024
4	IQAC/2023-01/12/04	Upgradation of University Website
5	IQAC/2023-01/12/05	Faculty Data Entry System
6	IQAC/2023-01/12/06	Alumni Management Platform
7	IQAC/2023-01/12/07	Status of Outcome Based Learning (OBL) at Dibrugarh University
8	IQAC/2023-01/12/08	Constitution of Value Enrichment Cell
9	IQAC/2023-01/12/09	Constitution of Outreach and Inclusivity Cell
10	IQAC/2023-01/12/10	Status of Industry-Academia Collaboration
11	IQAC/2023-01/12/11	Status of Innovation, Entrepreneurship and Start-up Enterprises
12	IQAC/2023-01/12/12	Any other matter

Members present:

1. Prof. Jahnabi Gogoi, Hon'ble Vice-Chancellor i/c, D.U. Chairperson
2. Prof. Ankur Bharali, Department of Mathematics, D.U. Director, IQAC
3. Shri Ranjan Goswami,
Chief General Manager (PR), Oil India Limited, Delhi External Member
(Attended online)
4. Prof. Sarat Ch. Kakaty, Dean, Faculty of Science and Engineering, D.U. Member
5. Prof. Deb Kumar Chakraborty, Dean, Faculty of Social Sciences, D.U. Member
6. Dr. Paramananda Sonowal, Registrar, D.U. Member
7. Dr. P.K. Kakoty, Controller of Examinations, D.U. Member
8. Prof. Dipshikha Bora, Department of Life Sciences, D.U. Member
9. Prof. Diganta Sarma, Department of Chemistry, D.U. Member
10. Dr. Manash Pratim Barman, Department of Statistics, D.U. Member
11. Dr. Anurag Bhattacharyya, Department of English, D.U. Member
12. Dr. Himadri Barman, Centre for Management Studies, D.U. Member
13. Dr. Obja B. Hazarika, Department of Political Science, D.U. Member
14. Dr. Ananya Gogoi, Department of Sociology, D.U. Member
15. Prof. Subasana Mahanta Choudhury, Dean, Faculty of Humanities and Law, D.U. Special Invitee

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| 16. Prof. Neeta Kalita Barua, Dean, Faculty of Education, D.U. | Special Invitee |
| 17. Prof. Kumud Chandra Goswami, Dean, Faculty of Commerce and Management Science, D.U. | Special Invitee |
| 18. Prof. L. R. Saikia, Dean, Faculty of Biological Sciences, D.U. | Special Invitee |
| 19. Prof. Subrata Borgohain Gogoi, Dean, Faculty of Earth Sciences and Energy, D.U. | Special Invitee |
| 20. Prof. Dipak Chetia, Dean, Research & Development, D.U. | Special Invitee |
| 21. Dr. Gunadeep Chetia, Programmer, D.U. | Special Invitee |

Prof. Ankur Bharali, Director, IQAC, D.U. extended a warm welcome to the members and also requested the Hon'ble Vice Chancellor i/c, D.U. & the Chairperson of IQAC, Prof. Jahnabi Gogoi to preside over the meeting. Hon'ble Vice-Chancellor i/c, D.U. welcomed the members, especially the external members to the meeting of IQAC, Dibrugarh University. In her opening remark, Prof. Gogoi expressed concern referring to the recent accreditation of the University by NAAC as B⁺⁺ and also appealed to the members for valuable ideas and discussion, so that the University can perform in a manner to meet the changing and challenging milieu of higher education in India.

Agenda 1: (IOAC/2023-01/12/01): Analysis of fourth cycle of the NAAC Assessment

Discussion:

The Director of IQAC, Prof. Bharali presented an abstract of the outcomes of the last accreditation and also informed the members that to analyse the accreditation result in detail, a committee of three Deans, namely Prof. K. Goswami, Prof. D.K. Chakraborty and Prof. S. Borkotokey has been constituted by the Hon'ble Vice-Chancellor i/c. The Hon'ble Vice Chancellor i/c informed the members that the former Director, Prof. Bhuyan was requested to submit a report on the 4th cycle assessment by NAAC and he submitted a report accordingly. Prof. Bharali presented the summary of the last accreditation process and also highlighted the high performing and low performing indicators along with some immediate measures to be taken. Prof. Gogoi then requested the committee of Deans to outline their initial observations. Prof. D.K. Chakraborty briefly presented the committee's observations and highlighted the gaps in capturing data on curriculum enrichment, placement of students, student progression, financial support to students, teacher's participation in FDP and so on. Prof Chakraborty also advocated consultancy and requirement of an effective Data Capturing System (DCS) for the university to capture and represent the data as per the requirement of the accreditation agencies of HEIs. Prof S C Kakaty emphasized on collective participation of all the stakeholders during collection the data and preparation of the IIQA/SSR. Prof. Bharali stated that though the University has achieved highest benchmarks in quality publications and fund mobilizations, it was surprising to observe that we could not meet the requirement minimum average number of publications and projects per teacher. The members opined that the renewal of contract and enhancement of Salary of Assistant Professors (on contract) may be subjected to publication of research articles in standard databases along with their teaching responsibilities, number of supervisors should be increased with the addition of supernumerary seats, provision to encourage senior college teachers and industry employed persons to pursue Ph.D. program, inclusion of supervisor's name in publications for obtaining Ph.D. should be made compulsory, as the non-compliance leads to an IPR issue. The Dean, Research and Development, Prof. Chetia stated that the Ph.D. regulations may be amended to incorporate these suggestions and also the prescriptions of Research Policy of the University.

The scheme of Seed money for Research may be extended to Associate Professors and Professor. It may be made mandatory for the newly recruited teachers to submit proposal for seed money and the initial research infrastructural and IT requirements of the newly joined teachers may also be included in the proposal for Seed money.

Resolution 1:

Resolved that, a committee be constituted to review and prepare a draft of the university Ph.D. regulations incorporating the aforementioned suggestions and other requirements. The scheme of Seed money be extended to newly recruited Associate Professors and Professors. Further resolved that, the administration be approached to incorporate the requirement of publishing a minimum of one research paper per year by the teacher (on contract) in the appointment letter.

Agenda 2: (IOAC/2023-01/12/02): Future Course of Action

Discussion:

The following points were discussed and suggested relating to the agenda item Future Course of Action:

- Workshops be organized to orient the teachers to prepare COs and POs as well as mapping and attainment of these outcomes
- Incorporate the element of employability, skill and values in the courses of the syllabi
- Existing MOUs be made functional, explore the avenues of new MOUs
- Awards by students and scholars should be highlighted
- Identification of Slow Learners through ERP
- 360 degree feedback systems be introduced with SOP
- Funding avenues from non-conventional sources such as autonomous councils be explored
- Individual teachers and departments be encouraged to apply for projects
- Workshop and training programs on paper writing, writing of projects proposal be organized
- Internship and dissertations be made compulsory for the students
- MOUs be inked for doing internships, field projects and experiential learnings, wherever possible
- Other good practices be encouraged which are not part of quantitative assessment but may play a vital role in qualitative assessment.

Resolution 2:

Resolved that, the Director, IQAC be requested to consider the suggestions and recommendations of the reports submitted by the recent peer team, internal committee of three Deans and the former Director of IQAC, Prof. Bhuyan while preparing the future plans of IQAC. Further resolved that, the IQAC will organize workshops and awareness/training programs to orient the teachers about the requirements.

Agenda 3: (IOAC/2023-01/12/03): Preparation of IOAC Activity Calendar for the Year 2024

Discussion:

Prof. Bharali stated that IQAC activity calendar for a year may be prepared to streamline the activities.

Resolution 3:

Resolved that, an annual activity calendar be prepared to streamline the activities of IQAC.

Agenda 4: (IQAC/2023-01/12/04) Upgradation of University Website

Agenda 5: (IQAC/2023-01/12/05) Faculty Data Entry System

Agenda 6: (IQAC/2023-01/12/06) Alumni Management Platform

Discussion:

Considering the similar nature, Prof. Gogoi merged the next three agenda items relating to upgradation of University Website, Faculty Data Entry System and Alumni Management Platform. Prof. Gogoi requested the Programmer, Dr. Gunadeep Chetia to inform the members about the status of the agenda items in context of Dibrugarh University. Dr. Chetia informed that though we did not have dedicated Faculty Data Entry System and Alumni Management Platform, they could be made functional with the features of ERP. Dr. Chetia also informed the members that the tenure of the present contract for Website development would be over by July 2024.

Resolution 4:

Resolved that a committee be constituted to supervise the overall process and prepare working terms to develop the systems.

Agenda 7: (IOAC/2023-01/12/07): Status of Outcome Based Learning (OBL) at Dibrugarh University

Discussion:

Prof. Gogoi informed that though the university has adopted Learning Outcome Based approach to curriculum planning and development as per Outcome-Based Education framework of UGC 2020, the University is still lagging behind in full implementation of the same.

Resolution 5:

Resolved that, a series of orientation programs and workshops be organized to prepare COs and POs as well as mapping and attainment of these outcomes.

Agenda 8: (IOAC/2023-01/12/08): Constitution of Value Enrichment Cell

Discussion:

Prof. Gogoi stated that a cell may be constituted to look after the Value-added and Add-on Courses. The cell may work in the model of a Quality Circle (QC) to provide a smooth experience to the enrolled students. The enrolled students data be captured through ERP only. The cell may prepare a brochure or any other documents relating to value-added/add-on courses. The cell may be named as “Value Enrichment Cell”. The members unanimously agreed to the proposal and hence the following resolution was adopted.

Resolution 6:

Resolved that, Value Enrichment Cell be constituted, which would be a one-stop destination for the students enrolled for Value-Added/Add-on courses.

Agenda 9: (IOAC/2023-01/12/09): Constitution of Outreach and Inclusivity Cell

Discussion:

Prof. Bharali informed that IQAC was finding it difficult to collect the information about all the outreach and extension activities, which were going on in the university. NSS/NCC captured and presented the data in a professional manner, however university could not capture that data of all the extension activities. An “Outreach and Inclusivity Cell” may be constituted which will be an umbrella cell including the university NSS unit and NCC unit.

Resolution 7:

Resolved that, an Outreach and Inclusivity Cell be formed including representatives of teachers, students, research scholars, officers and employees.

Agenda 10: (IOAC/2023-01/12/10): Status of Industry-Academia Collaboration

Discussion:

Prof. Chetia informed the members that University has limited Industry-Academia Collaboration, like KD Malaviya Chair endowed by OIL, Software Support of worth 3.02 Cr with Schlumberger and some MOUs for projects. Most of the MOUs with industries were either expired or non-functional. Internships and training in industry were also done or channelized on individual capacities of the teachers and students rather than through university via some MOUs.

Resolution 8:

Resolved that, existing MOUs be made functional, new avenue of collaborations be explored, Internships be done via MOUs, if possible. Funding avenues under CSR be explored.

Agenda 11: (IOAC/2023-01/12/11): Status of Innovation, Entrepreneurship and Start up Enterprises

Discussion:

Prof. Chetia informed that Dibrugarh University signed MoA with two Startup Ventures SPECIMEN and SILKOM on 27.12.2023, which have been incubated under the Center for Technology Innovation and Incubation (CTII) of the University. The ventures were provided with an initial startup grant which is funded by the DST PURSE Startup Grant of Dibrugarh University. In last couple of years, there was a considerable increase in the number of published/granted patents.

Resolution 9:

Resolved that, more workshops, training programs on Innovation and Entrepreneurship be organized. The government schemes supporting Innovation, Entrepreneurship and Start up Enterprises be explored for financial supports

As all the items in the Agenda have been thoroughly discussed and there was no item to be discussed in any other matter, the Director profusely thanked all the members for their whole hearted participation and for their invaluable suggestions in the discussion. The meeting ended with a Vote of Thanks to and from the Chair.

Sd-
(Prof. Ankur Bharali)
Director, IQAC
Dibrugarh University

Sd-
(Prof. Jahnabi Gogoi)
Vice Chancellor (i/c)
and
Chairperson, IQAC (i/c)
Dibrugarh University