

**Proceedings of the Meeting of Internal Quality Assurance Cell (IQAC),AAU held on 4<sup>th</sup>  
March, 2023**

Attendees:

- 1.Dr. Bina B Gogoi, Coordinator, IQA Cell, AAU
- 2.Dr. Pulin Patgiri, i/c PME Cell, AAU
- 3.Dr. Binoy K. Medhi, i/c S &T Cell, AAU
- 4.Dr. Ranjan Kandali, Member Secy., PME Cell, AAU
- 5.Dr. Sarada K. Bhagawati,Member, IQA Cell, AAU
- 6.Dr. Bijoylaxmi Bhuyan, Member, IQA Cell, AAU
- 7.Dr. Manjyoti Bhuyan, Member, IQA Cell, AAU
- 8.Dr. Horindra Gogoi, Member, PME Cell, AAU

A meeting was held on 4<sup>th</sup> March, 2023 on online mode, coordinated by PME Cell, AAU, to discuss about the work plan of IQAC Cell, AAU. The Coordinator of the Internal Quality Assurance Cell (IQAC) and the convener of the meeting, Dr. Bina Buragohain Gogoi welcomed the members present in the meeting, and briefed about the activities to be carried out by the IQAC, AAU. Dr. Pulin Patgiri, In-charge, PME Cell, AAU pointed out the reasons behind the genesis of IQAC. Dr. Binoy Medhi, In-charge, S &T Cell, AAU apprised the members about different parameters of University ranking system. Dr. Sarada K. Bhagabati, Member, IQAC, AAU focused on assessment criteria, and the requirements of the University for accreditation under ICAR and NAAC. Dr. Manjyoti Bhuyan Member, IQAC, also emphasised on the formation of sub committees for initiating work in quality assurance parameters as per the set guidelines of the accreditation organisation.

Following Resolutions have been taken in the meeting:

1. Abstract and the full-text theses and dissertations of PG Research need to be uploaded in Shodhganga portal as required for NAAC assessment (Action: Chief Librarian of AAU, Jorhat).
2. Number of students qualified for JRF, SRF and NET each year has to be properly documented (Action: HODs of respective Departments in each College)
3. All the faculty members should publish their research in Scopus indexed Journals and upload their research papers in Research gate, Google scholar etc.
4. All faculty members should have ORCID registration.
5. For initiating the process of documentation from other University sources, and record keeping of various activities guided by set regulations, a common format /proforma is to be prepared (Action: Dr. S K Bhagawati)

6. The house suggested to form IQAC sub committees in each of the constituent colleges of AAU for conducting the activities in the scheduled time frame in a flawless manner.
7. E-filing procedure for the IQAC cell is to be established at AAU.