



Tezpur University



Internal Quality Assurance Cell
Tezpur - 784028
Phone: 03712 - 267172
Fax: 03712 - 267005/6

Email: bkkon@tezu.ernet.in

Quality Advisory Committee Meeting (Internal Quality Assurance Cell)

Venue: VC's Conference Room

Date: 16th Sept. 2008 (3-30 pm)

Members Present

- Prof. Mihir Kanti Chaudhuri, Chairman & Vice-chancellor
- Padmashri Dr.(Mrs) Sheela Barthakur, Member, ROM, TU
- Dr. (Mrs) C. Saharia Nath, Principal, Tezpur College
- Prof. D. K. Saikia, Dean, School of Engineering
- Prof. B. K. Konwar, Co-ordinator & Dean, School of Sci. & Tech.
- Prof. K. K. Baruah, School of Energy, Invt. & Nat. Resources
- Prof. B. K. Danta, Dean, School of Humanities and Soc. Sci.
- Dr. A. K. Buragohain, Registrar
- Dr. B. Saharia, Controller of Examinations
- Dr. M. K. Sharma, Dean, Student Welfare

Minute

The Chairman took the chair and welcomed all members, more specifically Padmashri Dr. (Mrs.) Sheela Barthakur and Dr. (Mrs.) Charu Saharia Nath and wished that their presence would greatly help the quality improvement activities of the University. He requested the Coordinator Prof. B. K. Konwar to present the report on various quality sustenance activities of the University.

Reporting by the Coordinator: Prior to presentation of the report Prof. Konwar welcomed all members, specially the ladies who came all the way from Tezpur town. He stated that the report was approved by the Working Committee, which looks after the day-to-day activities of the IQAC, in its meeting on 12.09.08. Prof. Konwar informed about the visit of the National Assessment and Accreditation Council (NAAC) in 2005 and the post-NAAC activities of the university with the establishment of the IQAC, TU for taking up all round quality improvement and sustenance activities. He highlighted the reconstitution of the QAC and WC for the next three years.

He presented recommendations submitted to the University for the improvement and enhance of quality related parameters. *The unique facilities* in the University like student *counseling*, grievance redressal, and *student feedback* were described as well. He advocated course work-load on students *may be reduced* for giving them time for games and

15/9/08
bkkon

sports and other extra-curricular activities. He described the facilities created and those under the process of creation.

The report was concluded by stating that the permanent IQAC Office will be established shortly in the extended part of the New Administrative Building. Office facilities purchased out of a NAAC grant of Rs 1.0 lakh in 2007 will be shifted to the permanent office.

Discussion on Coordinator's Report

Chairman Prof M. K. Chaudhuri expressed that the IQAC shall have a permanent office and the same could be provided in the extended part of the New Administrative Building. He advised to write to the Registrar for the same.

While commenting on the present children park/play ground, he said that the present facility is small; a large children park will be constructed nearby the residential quarters. In regard to the master degree programs, he mentioned that the Pharmaceutical Science program would be jointly operated by the Depts of Mol Biol & Biotechnology and Chemical Sciences.

The entire campus of the University would be provided with constant power supply with the installation of two generator ~~sets each~~ having a production capacity of 400 Kilowatt with automatic 5 min start-on facility.

The chairman stated that there shall be frequent sittings of the QAC, may be at an interval of 3-4 months.

While commenting on games and sports facilities created in the University including the state of the art gymnasium, indoor badminton - table tennis courts, night playing flood lighting etc; the VC stated that the facility could also be provided to colleges and schools of Sonitpur district. He expressed willingness to discuss the matter in a meeting of College and School principals to be organized in the University.

Dr. (Mrs) Barthakur asked about the quality of water and the second water treatment plant. Commenting on this, the coordinator Prof. B. K. Konwar said that the quality of the potable water in the University campus is one of the best. However, with the increase of student intake and campus dwellers, a second water treatment plant is necessary for the campus. Moreover, it could be used as a standby.

Dr (Mrs) Saharia Nath wanted to know whether Tezpur University could make a provision of affiliating colleges. Commenting on this, the Vice-chancellor stated that the

University is planning to work out affiliations with private organizations under certain conditions and on payment basis. However, the same may not be applicable to the Government/aided colleges.

Commenting on the issue of grievance redressal, the Controller of Examination Dr. Saharia stated that the facility is created at the Department level for students. There is also need for a University Grievance Redressal Forum for taking up issues related to all stake holders of the University. In the similar line, he advocated for the institution of a University level General Counseling Cell.

The Registrar Dr. A. K. Buragohain stated on the requirement of a meditation centre for students and employees of the University. Commenting on the matter, the VC said that such a meditation centre would be established in the University for people from all religious background.

Prof. D. K. Saikia stated that the National Social Service (NSS) being a credit course for the B Tech students, it could be a regular weekly activity rather than once in several weeks/months.

The Chairman then requested the Coordinator to present proposals for all round quality improvement of the University. Prof. Konwar presented a total of eighteen (18) proposals for discussion and consideration. On the basis of discussions held, the following resolutions were adopted:

Resolution 1: The coordinator may write to the Registrar to provide space in the extended part of the New Administrative Building for the establishment of permanent office of the IQAC. Action: The Coordinator, QAC

Resolution 2: A proposal may be submitted to the University Engineer with a copy to the VC for the establishment of a children park nearby the residential quarters. Action: The Coordinator, QAC

Resolution 3: QAC meeting may be organized more frequently. Action: The Coordinator, QAC

Resolution 4: Facilities created in the University like auditorium, state of the art gymnasium, indoor badminton - table tennis courts, night playing flood lighting etc may be provided for use by the nearby colleges and schools. The same may be discussed with principals of schools and colleges in a meeting to be organized in the University.

Action: Registrar and CoE
Resolution 5: A University level Grievance Redressal Committee may be instituted for solving grievance related issues of students, faculty, officers and employees. In the similar line, a University level General Counseling Cell may also be instituted for students.

Action: Registrar and CoE
Resolution 6: A meditation centre may be established in the University. A proposal may be sent to the University Engineer with a copy to the VC. Action: Coordinator, QAC

Resolution 7: The B Tech credit course on National Social Service (NSS) may be organized on weekly basis. Action: CoE and Faculty I/C, NSS

Resolution 8: Experts from Lokapriya Gopinath Bordoloi Regional Mental Health Centre may be invited on a regular basis for addressing stress related problems of students and employees. Action CoE and DSW

Resolution 9: A regular lady gynecologist may be appointed for the womenfolk of the University. Action: Registrar

Resolution 10: Number of qualified nurses may be increased in the University Health Centre. Action: Registrar

Resolution 11: Students being the major stake holders of the University, their representative(s) could be made members of selective decision making bodies like BOS, DRC, School Board, Library Advisory Committee etc. Steps may be initiated for the same. A meeting of the Deans and HoDs needs to be convened to discuss and resolve the issue. Action: Coordinator, QAC & Registrar

Resolution 12: The present indoor stadium inside the student centre can house either a badminton court or a table tennis court at a time. Hence, there is a need to enlarge the present stadium or to construct a new one. Action: Registrar/Univ. Engineer

Resolution 13: The following facilities are essential for students and employees of the University: swimming pool, shopping complex, canteen with subsidized food, roadside bus stands in the campus and near the gate, and a cine-club with regular screening of quality movies at regular interval. Action: Registrar/Univ. Engineer

...good number of office buildings, residential houses etc have completed five years of life, repair and painting may be taken up with the consent of a maintenance cell.

Action: Registrar/Univ. Engineer

15: Games-sports/arts-craft/dance-music/literary activities being important part of personality development, one credit/optional course may be introduced for students.

Action: Coordinator, QAC & CoE

Resolution 16: Flower gardens in front of the new buildings with lakes and water fountains need to be created.

Action: Registrar/Univ. Engineer

Engineer

Resolution 17: In the University library, a children's corner needs to be established for the campus children. Technically qualified persons may be appointed in the library as cataloguers, classifiers etc.

Action: Prof. i/c Library & Registrar

Resolution 18: A 'University Study Circle' may be created for literary activities.

Action: Registrar & CoE

Resolution 19: A 'Voluntary Contribution Fund' needs to be created at the university level for contributing towards various relief works rather contributing individually. A committee may be constituted to work out the details.

Action: Coordinator, QAC, FO & Registrar

The meeting ended with vote of thanks offered by the Registrar.



(B. K. Konwar)
Coordinator, QAC, IQAC



(M. K. Chaudhuri)
Chairman, QAC, IQAC