

VC  
For perusal  
and comm  
2/4/12

## MINUTES OF THE IQAC MEETING DATED 23 MARCH 2012

### MEMBERS PRESENT

Prof. M. K. Chaudhuri, Chairman IQAC  
Prof. Chandana Goswami, Director IQAC

### EXTERNAL MEMBERS

Dr. Jayanti Chutia, Director, Institute of Advanced Studies in Science and Technology,  
Guwahati

Hemanta Lahkar, Industrialist, Tezpur

### INTERNAL MEMBERS from Tezpur University

Prof. Malay Ananda Dutta	Dept. of CSE
Prof. D.C. Baruah	Dept. of Energy
Prof. S.C. Deka	Dept. of Food Engineering Technology
Prof. S. Hazarika	Dept. of Mechanical Engineering
Prof. M.M. Sarma	Dept. of English & Foreign Languages
Prof. Ramesh C. Deka	Dept. of Chemical Science
Prof. Nayandeep D. Baruah	Dept. of Mathematics

OFFICE OF THE VICE-CHANCELLOR  
TEZPUR UNIVERSITY

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### 1. The Action taken report was presented as follows.

The members were apprised about the workshop on 'Quality in Higher Education' held on 26 and 27 December 2011, and the resolutions adopted in the presence of the Vice-Chancellor. For implementing the resolutions, letters have been sent to concerned persons.

As an outcome of this workshop another workshop on 'Question paper setting' was organised on 14 March 2012, where it was resolved to have a uniform header for question papers. Other aspects relating to framing a question paper were discussed by Prof. A. Choudhury, Prof. M.M. Sarma and the COE.

On 15 March 2012, a workshop was held to discuss the API. Some changes are sought in the existing format and the suggestions maybe forwarded to the committee handling the same.

### 2. The following resolutions were adopted:

#### Resolution 1:

To enhance quality in teaching, a training program on "Soft skills for teachers" be organised. This is as per the requests that have come in from the faculty who attended the earlier workshops organised by IQAC.

#### Resolution 2:

Orientation for teaching and research be conducted in small groups, stream wise. This will help new faculty to orient themselves to writing research papers and also research projects.

→ Director IQAC  
may help many  
'old Faculty' as well  
7/4/12

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Resolution 3:

There must be compulsory academic excursion programs for integrated and BTech program students and it must be followed by report submission from the student's end.

Resolution 4:

Use of technology aided pedagogy must be increased. As of now the university has NPTEL materials but is not able to make maximum use as we have limited streaming servers. The members agreed to the suggestion of having more streaming servers to be in place so that faculty can truly make use of this NPTEL resource. Prof. S. Hazarika was requested to prepare a plan for the same and forward it to the Vice-Chancellor for sanction.

Resolution 5:

The members resolved that faculty can be deputed to industry for a short period to facilitate them to pick up developments in the industry. This knowledge can be then transmitted to the classrooms.

Resolution 6:

The members welcomed the idea of Shri Hemanta Lahkar of disseminating information about different scholarships available for students. Although the T&P cell is doing this, the members resolved to request T&P to improve the visibility of dissemination of such information.

The meeting ended with a Vote of Thanks offered by the Director.

The Departments may like to do their jobs on T&P issues as well.

09/14/12