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For perusal
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MINUTES OF THE MEETING HELD ON 14/02/14

THE Vice-Chancellor welcomed the new committee members, whose term is for the period 01 September 2013 to 31 August 2015. The IQAC Director briefed the members about their role in this committee. The incoming director Prof. Utpal Sarma (CSE department) was a special invitee to this meeting.

The Action Taken Report was presented as follows:

<p>Resolution 1: Changes in the API format</p> <p><i>The API committee had a meeting and identified items where changes are required so that the existing concern of quality not being recognised is taken care of. The final changes will be placed in the next IQAC meeting.</i></p>	<p>For existing format of API For two authors, the first / corresponding author be given 60% of the marks and the second author be given 40% of marks. In case of multiple authors 50% of the points be allotted to each author instead of the present <u>60:40 ratio and further division</u>. Principal Investigator to get 100% of the points, while Co-PI gets 50% of the points. For the new proposed format of API as circulated by UGC, a meeting was held. Please refer to the Minutes of the API committee held on 07/10/13</p>
<p>Resolution 2: Regarding deputing faculty to industry, the proposal prepared by Prof. M. Bhuyan was well received by all members. The proposal will be forwarded to the Vice-chancellor for further action at his end.</p>	<p>Proposal approved by VC and sent to Registrar for further action.</p> 
<p>Resolution 3: The IQAC budget for the XII plan was presented. Members suggested that the budget be revised and enhanced.</p>	<p>Revised with help of Deputy Finance Officer and presented to VC for Approval.</p>
<p>Resolution 4: A suggestion was also put forward for having uniforms for B.Tech and Integrated programs.</p>	<p>Views from HoDs was sought via email. Uniform is not acceptable to most of them. A few are okay with the idea of a dress code.</p>
<p>Resolution 5: Prof. Deben Baruah of Energy department was nominated as the designate Director of IQAC.</p>	<p>Prof. Deben Baruah was given the charge of Dean, Students' Welfare and so a new Director had to be selected. Prof. Utpal Sarma of CSE is the new Director designate.</p>
<p>Resolution 6: Academic and Administrative Audit</p>	<p>AAA was conducted from 11 to 13 December 2013. The copy of the report has been circulated among all staff and faculty. Discussions on the recommendations have begun.</p>

On the basis of the discussion of the above, the following resolutions were adopted.

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Resolution 1:

The suggestions for adapting the new API was well received, but a concern was raised whether all streams and subjects should have the same cut-off marks to be considered as eligible for the next level of promotion. Members opined that subject-wise journals have different levels of impact factors and this consequently affects the score attained by the faculty. The existing API committee is requested to look into this matter and offer suggestions. This set of suggestions and the ones discussed then can be placed before the university authority for further action.

Resolution 2:

Resolved that undergraduate research be introduced in the 5th semester for integrated programs. The research project, will be group based, having credits allocated and will be guided by faculty. Dr. P. Deb (Physics), Dr. Soumik Roy (ECE) and Dr. K. Khiki (Sociology) have been requested to co-opt for four more members across streams and evolve the modus operandi for the same.

The outgoing director apprised the house of the activities of IQAC during her tenure and thanked the Chairman and members for their cooperation. Prof. Utpal Sarma, who would take charge from April 2014, was introduced to the committee.

The meeting ended with thanks to and from the chair.

