

### Members present

Prof. Shambhu Nath Singh, Vice-Chancellor, TU	Chairperson, Ex-officio
Prof. Raza Rafiqul Hoque, Dean, Academic Affairs, TU	Ex-officio Member
Prof. Chandan Kumar Sharma, Dean, School of Humanities & Social Sciences, TU	Ex-officio Member
Prof. Sankar Chandra Deka, Dean, School of Engineering, TU	Ex-officio Member
Prof. Robin Kumar Dutta, Dean, School of Sciences, TU	Ex-officio Member
Prof. Mrinmoy Kumar Sarma, Dean, Research & Development, TU	Ex-officio Member
Prof. Manabendra Mandal, Dean, Student's Welfare, TU	Ex-officio Member
Prof. Utpal Sharma, Dean, Planning & Development, TU	Ex-officio Member
Prof. Kailash Chandra Biswal, Registrar, TU	Ex-officio Member
Dr. Biren Das, Controller of Examinations, TU	Ex-officio Member
CMA Dr. Braja Bandhu Mishra, Finance Officer, TU	Ex-officio Member
Dr. Akhilesh Kumar, Director, MMTTC & CDOE, TU	Ex-officio Member
Prof. Utpal Kumar Das, Department of Civil Engineering, TU	Member
Prof. Nayandeep Deka Baruah, Department of Mathematical Sciences, TU	Member
Dr. Rupjyoti Gogoi, Department of Physics, TU	Member
Prof. (Dr.) U Suryanarayana Murty, Director, NIPER Guwahati, Assam	External Member
President, Tezpur University Students Council	Ex-officio Member
Prof. Subhrangshu Sekhar Sarkar, Director, Directorate of International Affairs, TU	Special Invitee
Prof. Manuj Kr Hazarika, Head, CIIE, TU	Special Invitee
Prof. Suvendra Kumar Ray, Coordinator, UGC CARE Journal: East Zone, TU	Special Invitee
Prof. Pritam Deb, IPR Chair Professor, TU	Special Invitee
Prof. Anjan Bhuyan, Professor i/c, Training & Placement Cell (Non-Engg.), TU	Special Invitee
Dr. Ratul Kumar Baruah, Faculty i/c, Training & Placement Cell (Engg.), TU	Special Invitee
Ms. Deena Davy, Alumni Officer cum Convenor, TU	Special Invitee
Dr. Bipul Kr. Sarmah, Department of Mathematical Sciences, TU (RAC Member)	Special Invitee
Dr. A. K. Bhattacharya, Department of Mathematical Sciences, TU (RAC Member)	Special Invitee
Prof. Debendra Chandra Baruah, Director, IQAC, TU	Ex-officio Member Convener
<b>Absence with intimation</b>	
Prof. Chandan Goswami, Dean, School of Management Sciences, TU	Ex-officio Member
Prof. Gautam Kumar Borah, Department of Linguistics & Language Technology, TU	Member
Dr. Mandakini Baruah, Department of Cultural Studies, TU	Member
Dr. Dev Vrat Kamboj, Director, Defence Research Laboratory, Tezpur	External Member
Er. Bhaskar Jyoti Phukan, Managing Director, NRL	External Member
Dr. Bhupali Kashyap, ACS, Election Officer & Asstt. Commissioner, Kaliabor	External Member

The business commences with a welcoming note from Prof. Shambhu Nath Singh, Vice-Chancellor and Chairperson of the Tezpur University Internal Quality Assurance Cell (IQAC). As desired, Director, IQAC presents the agenda for the meeting. The observations/recommendations/decisions of the various agenda items are presented below.

Agenda item No.	IQAC/2025-001/01
<b>Agenda: Action taken report of previous meeting of IQAC held on 30/05/2024.</b>	
Action Taken Report (ATR) presented by the Director, IQAC is discussed in detail. Salient observations / decisions for each item of the ATR are as below:	
<b>i) Workshop on financial procedures for Faculty members.</b>	
As a follow up action of the workshop on GFR, the capacity building workshop on Government e-marketing (GEM) and e-procurement were planned. In this context, the house agreed the following proposals of the Director of IQAC.	
Dr. Polash Pratim Dutta, Department of Mechanical Engineering to coordinate the workshop on Government e-marketing (GEM) and Deputy Registrar (S&P) to coordinate another workshop on e-procurement.	
Further, to smoothen the procurement process, especially the matters related to external funded projects, specific guidelines along with Check-list to be prepared by a committee comprising of Prof. S. S. Sarkar, Prof. Nityananda Sarma, Prof. Arup Roy, FO or representative, Dean, R&D or representative, DR (S&P).	
Actions: IQAC to coordinate	



**ii) a) Regular update on feedback capture, feedback analysis and action on feedback.**

**Action:**

Based on the report of the Director IQAC, house desired all the Deans of Schools, Dean AA and Registrar to take the matter seriously so that regularity of all phases of feedback viz., (i) capture, (ii) analysis, (iii) action and (iv) web-portal reporting are maintained for all the stakeholders viz., (a) students (semester-wise), (b) potential employers (annually), (c) Employee (annually), (d) Alumni (annually), (e) Parents (annually).

**Actions: Registrar/Deans of School/DAA/IQAC**

**ii) b) Feedback on quality of Hostel food.**

**Action:** The Dean, Students Welfare, briefed about the recent survey among the TU Hostels where need of Roti making machines and reduction of mess dues were desired by the Hostel borders.

While agreeing the proposal of procurement of good quality of Roti making machine, the house expressed the reservation on reduction of mess dues and emphasized to maintain good quality food. House agreed that proposal for central procurement of some food items with coordination of Hostels mess committee may be facilitated with strict adherence to Hostel Rules.

Initiative of DSW on food quality and hygiene in coordination with support of Food Safety and Standard Authority of India (FSSAI) is appreciated by the House and suggested to take it forward.

Additionally, house suggested DSW to help the Hostels to get the expertise benefits from the Department of Food Engineering and Technology, Tezpur University on relevant matters including maintaining proper nutrition. The importance of maintaining water quality has also been a concern of the house and suggested DSW to look into the matter including the periodic changes/maintenance of water filters.

**Actions: DSW**

**iii) Policy on Seed Money**

**Action:** Finance Officer, Tezpur University mentioned that the draft Policy on Seed Money for Faculty was sent to the Finance Committee, which was later referred to the UGC. However, it was not considered by UGC. The house suggests reframing the policy of Seed Money and reporting the action in the next meeting of IQAC.

**Action: FO/Registrar**

**v) Up-gradation of Online CAS software.**

**Action:** In view of the requirements of adaptation of Samarth for online CAS (including PBAS) replacing the existing TU online CAS/PBAS system, the house desired Director IQAC to examine SAMARTH system for the key features including the automatic counting of API/Research score as per UGC guidelines. House also suggests Registrar to coordinate the smooth changeover if SAMARTH is found suitable.

**Action: Director IQAC/Registrar**

<b>Agenda item No.</b>	<b>IQAC/2025-001/02</b>
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**Agenda: Report of the Ranking and Accreditation Committee.**

**Discussion and decisions:** Participation in the Ranking and Accreditation (R&A) is now essential for all Higher Education Institution including Tezpur University. Director, IQAC presented the list of such participations in recent times as below.

S. No.	Particulars	Submitted on
1.	Times Higher Education Impact Rankings 2025	11.11.2024
2.	NIRF 2025 (Engineering category)	03.01.2025
3.	NIRF 2025 (Management category)	03.01.2025
4.	NIRF 2025 (Overall category)	11.01.2025
5.	NIRF 2025 (SDG category)	23.01.2025
6.	NIRF 2025 (Innovation category)	30.01.2025
7.	Lists of Academic contacts (228) Employer (390) for QS Survey submitted	30.01.2025

8.	QS World University Rankings 2026 cycle (overall category)	12.02.2025
9.	All India Survey on Higher Education (AISHE) for the year 2023-2024	15.02.2025
10.	Times Higher Education (THE) World University Rankings 2025	28.03.2025
11.	QS Sustainability Rankings 2025	11.04.2025
12.	Times Higher Education World University Rankings Interdisciplinary Science Research Survey 2025	17.02.2025-31.05.2025

The house expressed concern on the several recent outcomes of rankings. House also suggests all the Heads of the Departments/Centers to prepare the roadmap based on the status reports circulated by IQAC-RAC during recent time. Such roadmaps after deliberation at the levels of Departments and Schools will be presented to the Vice Chancellor.

The Dean R&D, Dean, SW, Dean PD and DAA are also requested to present strategy reports concerning the respective affairs based on the series of deliberations made after the 4<sup>th</sup> Cycle of NAAC Accreditation.

Director of IQAC also requests all concerned mentioned above to look into the minutes of IQAC meeting held in 30 May, 2024 (<https://www.tezu.ernet.in/IQAC/Minutes/30-Meeting-30-May-2024.pdf>) and follow the action points.

Efforts of Director, IA to increase the strength of international students is appreciated expecting a specific roadmap for further increase.

House is hopeful that only with such an intensive effort, R&A status of the University will improve.

**Actions: HoDs/HoCs/Deans/Director, IA/IQAC-RAC/VC**

<b>Agenda item No.</b>	<b>IQAC/2025-001/03</b>
<b>Agenda: Discussion on New Assessment and Accreditation methods proposed by NAAC.</b>	
<b>Discussion and decisions:</b>	
The Director, IQAC reported that new NAAC guidelines for the Accreditation [Basic (Binary) and Maturity-Based Graded Levels (MBGL)] are not released till now. House desired IQAC to do needful to sensitize about the new guidelines when it is available. House further suggests Director, CDOE to assess the strength of online mode of education as the University is now recognized as dual mode of University.	
<b>Actions: Directors, IQAC/CDOE</b>	
<b>Agenda item No.</b>	<b>IQAC/2025-001/04</b>
<b>Agenda: Discussion on Academic progression</b>	
<b>Discussion and decisions:</b>	
Director of IQAC requested HoDs/HoCs to report academic progression of Autumn 2024 and Spring 2025 to their respective Deans of Schools where several Departments responded. House agreed to the proposal of the Director of IQAC to assess such progression as part of the Department level roadmap/strategy and deliberate as mentioned in the Agenda IQAC/2025-001/02.	
House express satisfaction on the preparation already made by Dean AA for comprehensive revision of curriculum as directed by UGC and desired that key features of NEP2020, including OBE, skill etc., will be reflected uniformly on curriculum of all the Academic programs offered by the University.	
<b>Actions: HoDs/HoCs/Deans/IQAC-RAC/VC</b>	
<b>Agenda item No.</b>	<b>IQAC/2025-001/05</b>
<b>Agenda: Discussion on Students Support and progression</b>	
<b>Discussion:</b>	
IQAC also desired to assess the recent trends and present status of (i) placement/engagement of passed out students, (ii) success of students in national level tests, (iii) success of students in sports/cultural/literary events at the Department levels with action plans from DSW and Chairman T&P.	



House, suggested DSU and Chairman T&P to liaise with the Departments and do needful as mentioned in the Agenda IQAC/2025-001/02.

The house also suggests to enhance the activity of Alumni Cell with proper coordinate with Alumni Association. An appropriately prepared welfare activity plan (viz., discount on uses of some facilities, Alumni life card etc.) for the Alumni is also suggested by the House which may be made available through webpage.

**Action: DSU/HoDs/HoCs/T&P Cell/ Alumni Cell**

<b>Agenda item No.</b>	<b>IQAC/2025-001/06</b>
<b>Agenda: Discussion on Research achievements, industry income, IPs based on reports of Heads/ Dean, R&amp;D.</b>	
<b>Discussion:</b>	
House expressed satisfaction on the enhanced trends of funds received for research projects as reported by the Dean R&D. House further suggested Dean R&D to prepare roadmap and action plan encompassing the key aspects such as quality publication, international collaboration, incomes from industries, IPs, transfer of technology, Start-up etc and deliberate as mentioned in the Agenda IQAC/2025-001/02.	
<b>Action: Dean R&amp;D/Head, CIE/Chair Professor, IPR</b>	

<b>Agenda item No.</b>	<b>IQAC/2025-001/07</b>
<b>Agenda: Follow up actions on Academic &amp; Administrative Audit (AAA) of Tezpur University 2024.</b>	
<b>Discussion:</b>	
Director of IQAC reported successful completion of AAA-2024 where a team comprising of Professor Anand Bhalerao, VC, Central University of Rajasthan; Professor Darlando Thanmi Khathing, VC, Northeast Christian University; Professor Samir Kumar Das, Professor, Department of Political Science, University of Calcutta; Professor Gopalakrishnarao Parthasarathy, INSA Senior Scientist and Professor at NIAS, IISc Campus, Bengaluru and Professor Prabin Kumar Bora, Retired Professor, Indian Institute of Technology Guwahati visited the campus during 24, 25, & 26 September 2024. In general the report has been encouraging. The Chairman suggested IQAC to organize another dedicated session inviting HoDs/HoCs/Deans and other Officers to discuss the report in details.	
<b>Action: Director, IQAC</b>	

<b>Agenda item No.</b>	<b>IQAC/2025-001/08</b>
<b>Agenda: Follow up actions on Accessibility Audit of Tezpur University 2025.</b>	
<b>Discussion:</b>	
IQAC reports that Accessibility Audit of Tezpur University 2025 has been conducted by a high-level team deputed by Ministry of Education/UGC. The report is not yet available to the University. The visiting team suggested more sensitization/awareness program among the stakeholders of the University. House suggests the PWD Cell of the University to plan such awareness programs which are to be monitored by Office of the Registrar.	
<b>Action: Liaison Officer, PWD Cell/Registrar</b>	

<b>Agenda item No.</b>	<b>IQAC/2025-001/09</b>
<b>Agenda: AOB</b>	
<ul style="list-style-type: none"> <li>• Start-up as a means for enhancing Students Placement</li> <li>• Assessment of Quality of publications in lieu of UGC-CARE</li> <li>• Auditing of MoU</li> <li>• International Faculty</li> <li>• Sustainability Action Plan</li> </ul>	

121

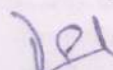
**Discussion:**


While taking the above issues for discussion, the house recommended the following.

- The Department should motivate the students to take start-up as career opportunity, as Tezpur University has already adopted National Innovation and Start-up Policy (NISP). With the available expertise, students can explore the opportunity to take up business within University, such as management of power back system.
- As per the changing policy of UGC on assessment of quality of publication, it is recommended that a department level standing committee will decide about the quality standard with due importance to the prospect of ranking and accreditation. The publication listed as accepted quality standard shall be made available in the Departmental web-page. The Dean of Schools and Dean, R&D shall monitor the above matter for maintaining uniformity.
- The house suggests to form committee with Dean, Academic Affairs, Dean, Research & Development and Director, IQAC to audit the MoUs with Tezpur University.
- All the Departments should make effort to engage international Faculty to teach part of some of the offered courses.
- Sustainability has been one of the key aspects to be adhered by the University as desired by different R&A agencies. While welcoming the initiative of the Dean, P&D to prepare the status report as member coordinator of TU Actions on Sustainability (TUAS) house also suggest to strengthen the Sustainability activities so as to accelerate the activities to perform appropriately on SDGs and targets on GHG reduction.

**Action: HoDs/HoCs/ Dean of Schools/Dean R&D/Dean PD/Registrar**

The meeting ended with a vote of thanks to and from the Chair.

  
(Debendra Chandra Baruah)  
Director, IQAC & Member Convener

  
(Shambhu Nath Singh)  
Vice-Chancellor & Chairperson, IQAC