



The ICFAI University, Tripura

(Established under Section 4(2) of The Institute of Chartered Financial Analysts of India University, Tripura Act 2004)

Campus address: Kamalghat (near Agartala), PIN-799210, Tel: 0381- 2865752/62 Fax: 2865-754

Website: www.iutripura.edu.in E-mail: registrar@iutripura.edu.in

MINUTES OF THE QUARTERLY MEETING OF IQAC, IUT

The quarterly meeting of the Internal Quality Assurance Cell was held on Monday, **12th JULY, 2021** at 11.00 AM at the Board Room of ICFAI University Tripura.

Members Present

1. Prof. Biplab Halder, Vice Chancellor(In-charge), ICFAI University, Tripura
2. Dr. A. Ranganath, Registrar, ICFAI University, Tripura
3. Dr. Priyangshu Rana Borthakur, Dean, FST
4. Members of Students Representatives
5. External Member
6. Mr. Subijoy Das, Core Committee Member
7. Dr. Amit kumar Laha, Core Committee Member
8. Prof. Bipul Sen, Core Committee Member
9. Prof. Mousumi Biswas, Member
10. Mr. Santibrata Saha, Member

Agenda:

1. Discussion on revised SSR and documentation process.
2. IUT Quality Aspects
3. Preparatory work related to NAAC
4. Departmental documentation
5. Physical facilities.

The Hon'ble Pro-Vice-Chancellor welcomed the members and allowed the IQAC members to update work progress.

****The following items from the above agenda were taken up for consideration:**

1. **IQAC initiatives taken by the Higher Education:** Discussion on revised SSR and documentation process were held on the following aspects:
 - Regular Criteria & Metrics wise Data verification by IQAC Team for each department
 - Influencing for improving quality education and providing road map
 - Motivating the faculty members for involving in more Research Activities
 - Organizing Seminar/Conferences/Workshops/FDP/SDP etc.

Handwritten signatures and initials:
Ahas
AHS
DBisw
Saha

- Participation in various Ranking process.
2. **AQAR Submission:** The AQAR for the period of 2019-20 To be been submitted to NAAC portal by December 2021 as per notification by the NAAC. AQAR for the period 2020-21 will be submitted on receipt of Notification from NAAC.
 3. **Uploading the IQAC related matter in website:** The IQAC committee details, Meeting minutes and Academic calendar has been already uploaded in the website.
 4. **Sensitization programme:** Various sensitization programmes for the faculty members were conducted by the IQAC team for the improvement of the institutional quality. NAAC Criteria & Metrics wise Data verification for each department is conducting on regular basis.
 5. **IQAC committee reconstruction:** Revision of IUT IQAC committee discussed and finalized.
 6. **New committees:** All committee/cells were formed as IQAC an initiative which includes: Research Advisory Committee, Consultancy, Case Research, International Affairs, Start-up & Incubation, Project, Faculty Development, Students Welfare/SAC/Event, Institute Social Responsibility, Alumni Association with departmental chapters for all the faculties.
 7. **UGC –CARE listed journal:** The IQAC committee is providing every faculty members to publish their articles and research papers only in UGC care listed Journals.
 8. **Internal Audit:**
 9. Internal audit for each and every department conducting on regular basis by IQAC team and advises as per NAAC SOP are being executed to enhance the quality.
 10. **External Audit:** An external Academic and Administrative audit will be conducted shortly by external experts.
 11. **A detailed discussion held on conducted FDP for Faculty & Staff Training, Entrepreneurship Development for the management students, Gender equity under SDG-5, Skill Development, National Day of Importance, Extension Activities, Outreach activities etc.**
 12. **SDP:** Staff members are requested to attend various skill development and knowledge building training in their respective areas of work responsibilities for effective smooth functioning. Necessary support will be provided by the University.
 13. **Admission & Registration of students:** IQAC committee discussed about the admission details as on date status for 2021-22 and finalized the assignment details by all respective administrative and academic supports as per Academic calendar of the University.

The aforesaid Agendas are reviewed and approved by the Chairman.

The meeting ends with the vote of thanks by Coordinator, IUT IQAC under permission of Vice Chancellor (in-charge)

Signature of Coordinator, IQAC, IUT



Signature of Chairman
Vice Chancellor
The ICFAI University Tripura
Kamalghat, West Tripura.