



পঞ্জীয়কৰ কাৰ্য্যালয় : Office of the Registrar

আউনীআটী বিশ্ববিদ্যালয় : AUNIATI UNIVERSITY

(Estd. By Govt. of Assam under its Act No XXXIX, 2022 &
- Recognized under Section 2(f) of UGC Act, 1956)

কলিয়াপানী, টীয়ক, যোৰহাট - ৭৮৫১১২ : Kaliapani, Teok, Jorhat- 785112, Assam

Ref. No : AU/Reg/IQAC/1068/2026-2027/6315-6331

Date : 25/09/2026

NOTIFICATION

Reconstitution of the Internal Quality Assurance Cell (IQAC)

In supersession of the earlier constitution of the Internal Quality Assurance Cell (IQAC) vide Ref. No. AU/Reg./IQAC/2024-2025/218/1398-1408 dated 3rd April 2025, the Internal Quality Assurance Cell (IQAC) of Auniati University is hereby reconstituted with immediate effect to strengthen the University's internal quality-assurance mechanism and to ensure continuous improvement in its academic, research, teaching-learning, administrative, infrastructural, extension, student-support and other institutional activities.

The reconstituted IQAC shall serve as the institutional mechanism for planning, coordination, monitoring, documentation, review and continuous improvement of quality-related activities of the University.

Constitution of the IQAC

Sl. No.	Category	Name	Designation / Representation
1	Chairperson	Dr Prakash Jyoti Borthakur	Hon'ble Vice-Chancellor
2	Director	Dr Madhurjyaa Mondit Baruah	Registrar
3	Member	Tulashi Rajkhowa	Chancellor's Secretary (Management/Governing Body Member)
4	Member	Jayanta Madhab Saikia	Finance & Accounts Officer (Nominee)
5	Member	Kaustubhmoni Bordoloi	Controller of Examinations (Officer)
6	Member	Gajen Bhuyan Mazindar	Secretary, Sri Sri Auniati Sakha Satra Development & Preservation Committee (Locality Representative)
7	Member	Jayanta Dutta	Industrialist
8	Member	Dr Ruprekha Bordoloi	Academician
9	Member	Dr Khagen Sharma	Academician
10	Coordinator	Bithika Saikia	Assistant Professor, Department of Sociology
11	Coordinator	Mouchumi Khanikor	Assistant Professor, Department of Rural Development
12	Coordinator	Dr Olee Gogoi	Assistant Professor, Department of Assamese
13	Coordinator	Anwasha Mahanta	Assistant Professor, Department of Folklore
14	Coordinator	Jayanta Saikia	Assistant Professor, Department of Performing Arts

15	Coordinator	Dr Rajdeep Borgohain	Assistant Professor, Department of History
16	Coordinator	Dr Prostuti Gogoi	Assistant Professor, Department of Education
17	Coordinator	Dr Koilash Protim Hazarika	Assistant Professor, Department of Political Science
18	Coordinator	Dr Aradhana Boruah	Assistant Professor, Department of Rural Development
19	Coordinator	Dr Madhurjya Mohan Chetia	Assistant Professor, Department of Sociology
20	Coordinator	Dr Gourisikha Borgohain	Assistant Professor, Department of English
21	Coordinator	Mayuri Chetia	Assistant Professor, Department of Geography
22	Coordinator	Dipsikha Das	Assistant Professor, Department of Library & Information Science
23	Staff Member	Rinti Rani Bhuyan	Assistant, Office of the Registrar
24	Staff Member	Krishnajyoti Saikia	Assistant Librarian
25	Staff Member	Prachurjya Gogoi	UDA
26	Student Member	Pubali Phukan	Student Representative
27	Student Member	Akash Borah	Student Representative

Seven Assessment and Accreditation Criteria and Functional Responsibilities

For the effective distribution of responsibilities within the IQAC, the activities under the Seven Assessment and Accreditation Criteria shall be organised into the following Functional Quality Areas. The Coordinator(s) assigned to each Functional Quality Area shall be responsible for the planning, coordination, monitoring, data collection, verification, documentation, reporting and follow-up of activities relating to the respective area.

Sl. No.	NAAC Criterion	Functional Quality Area	Coordinator(s)	Major Responsibilities / Functions
1	Criterion I: Curricular Aspects	Curriculum Planning, Design, Development & Academic Flexibility	Bithika Saikia Dr Olee Gogoi	Coordinate and document curriculum planning, design, revision and development; monitor academic flexibility and curriculum enrichment; maintain records of programme structures, syllabi and curriculum-related initiatives; identify areas requiring curricular improvement; and coordinate with Departments for the collection and verification of relevant data and documentary evidence.
2	Criterion I: Curricular Aspects	Curriculum Feedback & Stakeholder Engagement	Dr Olee Gogoi	Coordinate the collection of feedback from students, teachers, alumni, employers and other relevant stakeholders; compile and analyse feedback; maintain records of feedback and action taken; communicate relevant findings to the concerned Departments; and document stakeholder participation in curriculum development and improvement.

3	Criterion II : Teaching- Learning & Evaluation	Student Enrolment, Diversity & Teaching- Learning Process	Dr Prostuti Gogoi	Coordinate documentation relating to student enrolment, admission, diversity and participation; monitor teaching-learning practices; document student-centred and participatory teaching-learning methods; collect evidence relating to academic support for diverse learners; and identify areas requiring improvement in the teaching-learning process.
4	Criterion II : Teaching- Learning & Evaluation	Faculty Quality, Evaluation & Learning Outcomes	Dr Gourisikha Borgohain	Maintain documentation relating to faculty qualifications, professional development and academic activities; coordinate evidence of faculty participation in training programmes, seminars, conferences and other professional-development activities; document teaching-learning evaluation; and coordinate documentation relating to Course Outcomes, Programme Outcomes and the attainment of learning outcomes.
5	Criterion III : Research, Innovations & Extension	Research, Innovation & Scholarly Development	Bithika Saikia	Coordinate, monitor and document research activities of the University; maintain records of research projects, publications, research scholars, research supervision, patents, innovations, collaborations and other scholarly activities; coordinate research-related seminars, conferences and workshops; monitor research development and institutional research initiatives; identify research-related gaps and facilitate quality-improvement measures; and prepare and submit periodic research activity reports to the Director, IQAC.
6	Criterion III : Research, Innovations & Extension	Extension, Outreach, Community Engagement & Institutional Linkages	Mouchumi Khanikor	Coordinate and document extension and outreach programmes; maintain records of community engagement and social-responsibility activities; document institutional linkages and collaborations; collect relevant evidence from Departments and institutional units; and monitor the implementation and impact of outreach activities.
7	Criterion IV : Infrastructure & Learning Resources	Infrastructure, Physical Facilities & Campus Development	Anwasha Mahanta	Coordinate documentation relating to classrooms, laboratories, administrative facilities and other physical infrastructure; maintain records of infrastructure development, augmentation, maintenance and utilisation; document campus-development initiatives; and identify infrastructure-related quality gaps and requirements.

8	Criterion IV : Infrastructure & Learning Resources	Library, ICT & Digital Learning Resources	Dipsikha Das	Coordinate documentation relating to library resources and services; maintain records of books, journals, e-resources and other digital resources; document ICT facilities and technology-enabled learning initiatives; monitor the utilisation and enhancement of digital learning resources; and coordinate evidence relating to library automation and digital access.
9	Criterion V : Student Support & Progression	Student Support, Welfare, Mentoring & Progression	Dr Madhurjya Mohan Chetia	Coordinate documentation of student-support and welfare measures; maintain records of mentoring, counselling, scholarships, financial assistance and other student-support initiatives; collect and maintain data relating to student progression to higher education, employment and other appropriate progression pathways; and identify areas for strengthening student support.
10	Criterion V : Student Support & Progression	Student Participation, Alumni & Institutional Engagement	Mouchumi Khanikor Dr Koilash Protim Hazarika	Coordinate documentation of student participation in institutional activities; maintain records of student engagement and participation; coordinate alumni activities and institutional interaction; collect alumni feedback; and document the contributions of students and alumni to institutional development and quality enhancement.
11	Criterion VI : Governance, Leadership & Management	Governance, Leadership, Institutional Planning, Management & Financial Administration	Dr Rajdeep Borgohain	Coordinate documentation relating to governance, leadership and institutional planning; maintain records of policies, committees and decision-making mechanisms; document administrative and financial-management practices; coordinate evidence relating to resource mobilisation and utilisation; and monitor the implementation of institutional quality-management measures.
12	Criterion VII : Institutional Values & Best Practices	Institutional Values, Sustainability, Inclusion, Social Responsibility & Best Practices	Jayanta Saikia Dr Aradhana Boruah	Coordinate documentation of institutional values, professional ethics, sustainability and environmental initiatives; document activities relating to inclusion, equity and social responsibility; identify, document and disseminate institutional best practices; maintain evidence of distinctive institutional practices; and facilitate periodic review of institutional values and quality-enhancement initiatives.

13	General Assistance	Proceedings, Documentation & Preservation of Records	Mayuri Chetia	Maintain the proceedings and records of IQAC meetings; preserve minutes, attendance records, notices, reports and supporting documents; maintain an indexed repository of IQAC records; receive and organise reports submitted by Functional Area Coordinators; assist the Director, IQAC in compiling IQAC reports and institutional quality documents; facilitate the timely collection, arrangement and submission of documents required by the Director, IQAC; and ensure systematic preservation and retrieval of documentary evidence.
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Common Responsibilities of All Functional Area Coordinators

In addition to the specific responsibilities assigned to them above, all Functional Area Coordinators shall :

1. Coordinate with the concerned Departments, administrative sections, committees, centres, Library and other institutional units.
2. Monitor the implementation of activities relating to their respective Functional Quality Areas.
3. Collect, verify and systematically maintain relevant quantitative and qualitative data.
4. Ensure that all documentary evidence is authentic, complete, properly dated and readily retrievable.
5. Maintain updated records of activities, achievements, deficiencies and corrective measures.
6. Identify gaps and areas requiring quality improvement and report the same to the Director, IQAC.
7. Submit periodic reports and supporting documents within the timelines prescribed by the Director, IQAC.
8. Provide necessary data and documentary evidence for the Annual Quality Assurance Report (AQAR) and other institutional quality-assurance and assessment/accreditation requirements.
9. Attend IQAC meetings and participate in deliberations relating to quality enhancement.
10. Coordinate the implementation and follow-up of quality-improvement measures approved by the competent authority.
11. Maintain the confidentiality, accuracy and integrity of institutional information and records.
12. Perform such other quality-related duties as may be assigned by the Chairperson/Director, IQAC from time to time.

Coordination and Reporting

1. All Functional Area Coordinators shall work under the overall coordination of the Director, IQAC and shall submit their reports, data and documentary evidence as and when required.
2. All Departments, administrative sections, committees, centres and other institutional units shall extend the necessary cooperation to the concerned Coordinators and provide authentic information and documentary evidence for institutional quality-assurance purposes.

3. The responsibilities assigned to the IQAC Coordinators shall be treated as additional institutional responsibilities and shall not affect their regular academic, teaching, research or administrative duties.
4. The IQAC shall periodically review the progress of each Functional Quality Area and recommend appropriate measures for continuous institutional improvement.

This reconstituted IQAC shall come into force with immediate effect and shall remain functional until further orders. This Notification is issued with the approval of the Hon'ble Vice-Chancellor, Auniati University.



Registrar
Auniati University



Memo No : AU/Reg/IQAC/1068/2026-2027/6315-6331/Dated 25th September, 2026

Copy to :

1. His Excellency the Hon'ble Chancellor, Auniati University, Kaliapani, for kind information
2. The Hon'ble Vice Chancellor, Auniati University, Kaliapani, for kind information
3. The Secretary, Sponsoring Body, Auniati University, Kaliapani, for kind information
4. The Chancellor's Secretary, Auniati University, Kaliapani, for kind information
5. The Finance & Accounts Officer, Auniati University, Kaliapani
6. The Controller of Examinations, Auniati University, Kaliapani
7. All Coordinators, Constituent Campuses, Auniati University, Kaliapani
8. All Members of the IQAC.
9. All Functional Area Coordinators, IQAC.
10. All Staff Members and Student Members, IQAC.
11. All Heads/Coordinators of Departments/Centres/Sections.
12. Finance & Accounts Section.
13. Examination Section.
14. Library & Information Science Section.
15. University Notice Board.
16. University Website.
17. Office File.



Registrar
Auniati University