



Dr. Ambedkar Memorial Institute of Information Technology & Management Science

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Recognised by : UGC Under Section 2(f) & 12 (B), Affiliated to Sambalpur University

NAAC Accredited

Proceedings of 1ST IQAC MEETING

A meeting of the members of IQAC was held in Principal's Chamber on 09.04.2022 at 11:00 a.m. in accordance with the notice served by principal to discuss and decide on the agenda detailed below.

Date :	9 th APRIL 2022	PLATFORM	OFFLINE
AGENDA for 1 st IQAC MEETING		A1: Academic Calendar & Time Table A2: Start of Even Semester & Planning for commencement of class through ICT mode A3: Feedback Mechanism A4: Observational Days A5: Community development Activities. A6: Co-Curricular Activities A7: Institutional Tie Ups. A8: Industry Tie Ups. A9. IIC Events A10. University Examination A11. Mentorship A12. Book Requisition	
Members Present :		1. Dr. Bhabani Shankar Dash ,Principal. 2. Prof. Swaha Roy, Vice Principal. 3. Prof. Itishree Das , I/C 4. Prof. Usha Mishra , HOD (MGT) 5. Prof. Suchismita Rout, Asst. Prof. 6. Prof. Seema Rani Giri , Asst. Prof . 9. Mr. Tankadhar Rout, Office Asst. 6. Mr. A.C. Padhi , A/C Officer.	
DETAILS OF MINUTES			
Resolution for A1: (Academic Calendar)		R1: Preparedness of Academic Calendar under CBCS Pattern & Scheduling the time table accordance with the planning.	
Resolution for A2 : (ICT based Teaching)		R2: ICT mode of Teaching must be kept in practice for both the departments for the development of the students and to make them understand in a more effective manner.	
Resolution for A3: (Feedback Mechanism)		R3: Adherence to the Feedback Mechanism timely for all the semester /years for both the departments.	

JAGDA, ROURKELA - 769042, ODISHA

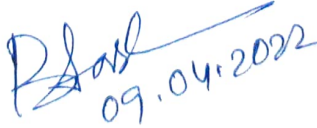
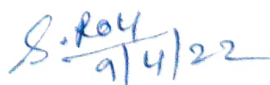


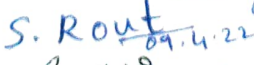
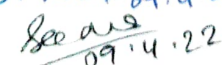
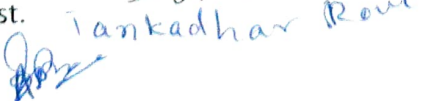
Tel. : 0661-2472447, 2475180, 2470296, E-mail : damits.jagda@gmail.com, Website : damits.ac.in.

Resolution for A4: (Observational Days)	R4: ALL the Teaching , Non Teaching and students must observe all the Observational days with full preparedness and with decorum
Resolution for A5: (CSR Activities , Community enriched activities)Procurement of Books)	R5: NSS & YRC team should plan for the session along with student participation related to all the community enriched programmes to be taken inside premises and outside premises
Resolution for A6: (Co- curricular activities)	R6: Student must be encouraged through mentoring to conduct , organize and participate in all the co-curricular activities . Clubs must be activated as soon as possible
Resolution for A7: (Institutional Tie ups)	R7: To go with more numbers of Institutional Tie ups as well as Industry Tie-ups for sharing of resources and social values in students and faculty members.
Resolution for A8: (Industry Tie Ups)	R8: Internships & Field Trips to be undertaken with the functionary MOU's.
Resolution for A9: (IIC Event)	R9: Internships & Field Trips to be undertaken with the functionary MOU's.
Resolution for A10 : (University Examination)	R10: Smooth functioning of all University Examination, briefing to all staff members regarding the conduct of examination.
Resolution for A11: (Mentorship)	R 11: Mentorship to be done in regular basis religiously to make the mentee grow holistically and to become a self independent person.
Resolution for A12: (Book Requisition)	R 12: Many new subjects were identified in the newly floated CBCS pattern. Hence books related to these courses were suggested to be procured for students. Library and E-resources must be accommodated for the courses.

The meeting was concluded with vote of thanks by Prof. Swaha Roy, IQAC Coordinator.

Signature of the Members

1. Dr. Bhabani Shankar Dash ,Principal.
2. Prof. Swaha Roy, Vice Principal.
3. Prof. Itishree Das , I/C
4. Prof. Usha Mishra , HOD (MGT)
5. Prof. Suchismita Rout, Asst. Prof.
6. Prof. Seema Rani Giri , Asst. Prof .
9. Mr. Tankadhar Rout, Office Asst.
6. Mr. A.C. Padhi , A/C Officer


 09.04.2022

 9/4/22

 09.04.22

 @.Mishra

 S. Rout
 09.4.22

 Seema
 09.4.22

 Tankadhar Rout