

Proceedings of 1st IQAC MEETING

A meeting of the members of the IQAC was held at IQAC coordinator chamber on 23.06.2018 at 4.00 pm in accordance with the Notice served by Principal to discuss and decide on the agenda detailed below.

Date :	23rd June 2018	Venue	IQA Cell, DAMITS
AGENDA for 1st IQAC MEETINGS	A1: Planning for implementation of CBCS Pattern A2: Feedback Mechanism A3: Mentor Mentees Program A4: Adapting to Technology Oriented Learning. A5: E- Learning Resources(Delnet) A6: Alumni Registration A7: Introduction of Certificate Course A8: Procurement of Solar Power System. A9: Institutional Tie ups. A10: Extension/ Community Development Activities		
Members Present :	1.Dr. Subhendra Panda ,Principal. 2.Prof. Bhabani Shankar Dash , Dean- Administration. 3.Sj. Chandra SekharSatapathy , Project – Coordinator. 4.Prof. Swaha Roy , HOD ,Dept of IT. 5.Prof.Archana kumariTripathy , Asst.Prof. 6.Mrs. A.C. Padhy , A/C Officer. 7.Prof.Pradeep Ku. Nayak , Asst.Prof. 8.Prof.Suchismita Rout, Asst.Prof. 9.Mr.Tankadhar Rout, Office Asst.		
DETAILS OF MINUTES			
Resolutions for A1: (Planning for implementation of CBCS Pattern)	R1: As per information received from Sambalpur University from current session (2018-2019) Choice Based Credit System (CBCS) pattern shall be implemented. A necessary step for implementing CBCS shall be taken. Time Table Re-Modification as per CBCS for BBA. Preparedness of Examination cell to conduct Internal Exams was discussed. The courses delivered as per year wise pattern shall continue as usual.		
Resolutions for A2 : (Feedback Mechanism)	R2: A resolution to collect feedback from Parents, Students and Alumni was taken. Concerned mentors are required to submit the collected feedbacks.		
Resolutions for A3: (Mentor Mentees Programme)	R3: Formulization of Mentor mentee Programme is to be done along with inclusion of SWOC analysis for every student.		
Resolutions for A4:	R4: Procurement of additional number of projectors is needed.		

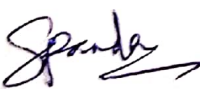




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(Adopting to Technology Oriented Learning)	
Resolutions for A5: (E- Learning Resources)	R5: Renewal of E-resources (Deliver) R6: New registration and subscription of E-Source Shiksha should be initiated.
Resolutions for A6: (Alumni Registration)	R7: Alumni registration requires to be initiated in order to collect feedback, placements and facilitate recurrence activities.
Resolutions for A7: (Introduction of Certificate Course)	R8: A certificate course of six months duration on "Hardware" is proposed to be initiated.
Resolutions for A8: (Procurement of Solar Power System)	R9: Alternate energy system with reduced global footprint such as Solar Power System shall be installed.
Resolutions for A9: Institutional Tie ups.	R10: Tie-ups with various institutions are to be carried out to facilitate Student and Faculty exchange Program, Sharing of Resources, Joint Research Projects, Campus Placement Drives to enhance vision and exposure.
Resolutions for A10: Extension/ Community Development Activities)	R11: The institute needs to conduct programmes on Gender Sensitization, Swachh Bharat, AIDS awareness like issues in order to build moral and social values in students and faculty members. It was decided to adopt a School in a nearby slum. Overall development of the School shall be undertaken.
Resolution for A11: NAAC Accreditation	R12: Initiation & Team Formation and delegation of Roles and Responsibilities. It was decided to get a weekly update from all Team Members.

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

Signature of the members

1. 
2.  (B.S. Doshi)
3. 
4. Swaha Roy
5. 
6. 
7. J. Nayak
8. Suchismita Rout
9. Tanuja dhar Rout