



Dr. Ambedkar Memorial Institute of Information Technology & Management Science

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NAAC Accredited

Proceedings of 2nd IQAC MEETING

A meeting of the members of IQAC was held in Principal's Chamber on 08.08.2022 at 4:15 p.m. in accordance with the notice served by principal to discuss and decide on the agenda detailed below.

below.

Date :	8 th August 2021	Platform	OFFLINE
AGENDA for 2 nd IQAC MEETINGS		A1.Seminar , Workshops & FDP's A2. Independence Day Celebration A3. IIC Events A4. Awareness Programmes A5. Celebration Days A6. Induction Programme A7. MGNCRE A8. Children's Day A9. Exchange Programme A10. AQAR A11. PTM	
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 . 7. Mr. Tankadhar Rout, Office Asst. 8. Mr. A.C. Padhi , A/C Officer.	
DETAILS OF MINUTES			
Resolutions for A1: (Seminar , Workshops & FDP's)		R1: To conduct as many as possible seminars, workshops , fdp's for students & staff members from next month onwards.	
Resolutions for A2: (Independence Day Celebration)		R2: <i>Independence Day</i> is celebrated to keep the spirit of patriotism alive. Student's activities need to be conducted to instill the spirit within the students.	
Resolutions for A3: (IIC Events)		R3: Activities related to IIC events must be carried out properly , the days must be finalized before by looking into the IIC calendar.	

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Resolutions for A4: (Awareness Programmes)	R4: Awareness Programme for swachch bharat , AI , MHRD , NAAC , Innovation & Incubation , Vigilence week ,
Resolutions for A5: (Celebration Days)	R5: Janmashtami , World entrepreneurs day , Ganesh Chaturthi , teachers day , children's day
Resolutions for A6: (Induction Programme)	R6: Induction Programme to be organized with all code of conduct for the new students .
Resolutions for A7: (MGNCRE)	R6: Leadership Qualities to be shown through campus bazaar and by swachcha bharat abhiyaan
Resolutions for A8 : (children's day)	R8: Drawing Competition to be organized keeping in view for the celebration of children's day, visit to all schools for invitation according to grouping.
Resolutions for A9 : (Student Exchange Programme)	R9: SEP with different MOU institutions to be arranged by the coordinator looking into the academic calendar.
Resolutions for A10 : NAAC (AQAR Preparation)	R10: Criteria wise progress was reviewed in detail. Inputs received from the National Seminar on Accreditation were considered while reviewing the progress and necessary changes in modus operandi, approach and initiatives were suggested to the Team Members for incorporation.
Resolutions for A11 (PTM)	R11: Parents Teacher Meeting to be conducted for all semester on regular intervals.

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. Mrs. A.C. Padhi, A/C Officer








