

OFFICE OF THE PRINCIPAL

DR AMBEDKAR MEMORIAL INSTITUTE OF IT & MGMT. SCIENCE (DAMITS)
JAGDA, ROURKELA, 769042

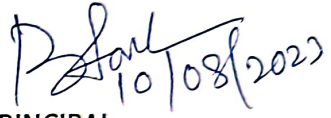
Ref: DAMITS/053(A)/2023

Date: 10.08.2023

Notice

This is to inform all members of IQAC in the IQAC chamber that a meeting will be held on
11.08.2023 at 3.00 pm.

Members are requested to attend the meeting.


PRINCIPAL
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Dr. Ambedkar Memorial Institute
I.T. & Management Science
Jagda, Rourkela-42

Copy to: Director /Vice principal & Co ordinator, IQAC for information and necessary arrangement.
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necessary action & records.



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School of IT & Mgt. Sc.

Dr. Ambedkar Memorial Institute of Information Technology & Management Science

Approved by All India Council for Technical Education, New Delhi
Affiliated to Biju Patnaik University of Technology, Rourkela.

Proceedings of 2nd IQAC MEETING

A meeting of the members of IQAC was held in Principal's Chamber on 11.08.2023 at 4:15 p.m. in accordance with the notice served by principal to discuss and decide on the agenda detailed below.

Date :	11 th August 2023	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 & Observational Days A6. Induction Programme A7. CSR Activities A8. Children's Day A9. Exchange Programme A10. AQAR A11. PTM A 12 .SEMINAR, FDP & Awareness Programmes A13. HACKATHON/IDEATHON	
Members Present :		1. Dr. Bhabani Shankar Dash ,Principal. 2. Prof. Swaha Roy, Vice Principal. 3. Prof. Usha Mishra , HOD (MGT) 4. Dr. Snigdha Mishra , Associate Professor 5. Prof. Ipsita Parhi , Asst. Prof. 6. Prof. Seema Rani Giri , Asst. Prof . 7. Prof. Pramila Hembram, Asst. Prof. 8. Mr. Gatikrushna Mohanta , Accounts officer 9. Mr. Tankadhar Rout, Maintenance Officer 10. Ms. Madhusmita Behera , Alumni 11. Er. Hardeep Singh , Industrialist 12. Mr. Arnav Nayak, Student 13. Mr. Surjamani Nayak , Parent	
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:		R2: <i>Independence Day</i> is celebrated to keep the spirit of	

JAGDA, ROURKELA - 769 042, ODISHA

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(Independence Day Celebration)	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.
Resolutions for A4: (Awareness Programmes)	R4: Awareness Programme for swachch bharat , AI , MHRD , NAAC , Innovation & Incubation , Vigilance week ,
Resolutions for A5: (Celebration & Observational Days)	R5: Janmashtami , World entrepreneurs day , Ganesh Chaturthi , teachers day , children's day , Independence day , NSS day,
Resolutions for A6: (Induction Programme)	R6: Induction Programme to be organized with all code of conduct for the new students .
Resolutions for A7: (CSR Activities)	R7: Leadership Qualities to be shown through campus bazaar and by swachcha bharat abhiyaan under CSR activities .
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 the semester on regular intervals.
Resolutions for A12 (SEMINAR , FDP & AWARENESS Programmes)	R12: HOD of both the departments are been deputed to organize various seminars , FDP & awareness programmes for the students and faculty members.
Resolutions for A13 (HACKATHON)	R13: Students must be encouraged to participate in the idea generation contest and also to be motivated to prepare prototypes to show case their talent in a creative manner.

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

Signature of the members

1. Dr. Bhabani Shankar Dash ,Principal.

B. Dash
11/08/2023

2. Prof. Swaha Roy, Vice Principal.

S. Roy
11/8/23.

3. Prof. Usha Mishra , HOD (MGT)

U. Mishra
11/08/2023

4. Dr. Snigdha Mishra , Associate Professor

S. Mishra
11/8/23

5. Prof. Ipsita Parhi , Asst. Prof.

I. Parhi
11/8/23

6. Prof. Seema Rani Giri , Asst. Prof.

Seema
11/8/2023

7. Prof. Pramila Hembram, Asst. Prof.

P. Hembram
11/08/23

8. Mr. Gatikrushna Mohanta , Accounts officer

G. Mohanta
11.8.23

9. Mr. Tankadhar Rout, Maintenance Officer

T. Rout
11/8/23

10. Ms. Madhusmita Behera , Alumni

M. Behera
11/8/23

11. Er. Hardeep Singh , Industrialist

H. Singh
10/9

12. Mr. Arnav Nayak, Student

Arnav

13. Mr. Surjamani Nayak , Parent

S. Nayak
11/8/2023