

NAAC Accredited

Proceedings of 3rd IQAC MEETING

A meeting of the members of the IQAC was held at IQAC coordinator chamber on 22.01.2020 at 4p.m. in accordance with the Notice served by Principal to discuss and decide on the agenda detailed below.

Date :	22 nd JAN 2020	Venue	Board Room, DAMITS
AGENDA for 1st IQAC MEETING		A1: Course Completion A2: Student Career Counseling A3: Performance Evaluation A4: Faculty Development Program A5: Student Development Program A6: Republic Day Celebration A7: Examination A8: NAAC (AQAR Progress)	
Members Present :		1. Dr. Bhabani Shankar Dash, Principal. 2. Prof. Swaha Roy, Vice Principal. 3. Prof. Pradeep Ku. Nayak, HOD I/C (IT) 4. Prof. Prafulla Padhi, 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. Padhy, A/C Officer.	
DETAILS OF MINUTES			
Resolution for A1: (Course Completion)		R1: Course Completion Report to be generated after the completion of each course respectively for each sem(s)/year(s)	
Resolution for A2 : (Student Career Counseling)		R2: Student Growth and Advancement in the career is an important factor so multi facet career counseling to be undertaken.	
Resolution for A3: (Performance Evaluation)		R3: Evaluation of all the staff members both teaching & Non-teaching to be done according to the laid down parameters.	
Resolution for A4: (Faculty Development Program)		R4: Research Oriented Workshops to be conducted in order Create a temperament and awareness to motivate Faculty members to involve themselves in Research Activity.	

Resolution for A5: (Student Development Program)	R5: Workshops for Students to be conducted on Concepts/Themes on Emerging Technology & Trends
Resolution for A6: (Republic Day Celebration)	R6: Roles and Responsibilities for Republic Day Celebration along with Theme was finalized
Resolution for A7: NAAC (AQAR Progress)	R7: 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.
Resolution for A8: Examination/Dissertation	R8: Examination Duty chart finalization for 1 st Semester Exam in CBCS pattern for BCA. Planning for Dissertation.

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

Signature of the members

1) Prashant

2) S. Roy

3) Rajeev

4) P. Padihi

5) S. Rout

6) Seema Kani Giri

7) Tanus

8) Debdy