

Ref. No: COEB/IQAC/66/2019

Date: 07.08.2019

Notice

All IQAC members are requested to attend the Quarterly IQAC Meeting scheduled for 16th August 2019.

Venue: Board Room

Time: 10:30 AM

Your active participation is essential for the effective functioning of IQAC. Please make necessary arrangements to attend the meeting

AGENDA:

- 1) Welcome address by Chairman, IQAC.
- 2) Confirmation of minutes of the meeting of last IQAC meeting dated: 03-4-2019.
- 3) Discussion on Academic calendar for the academic year 2019-2020.
- 4) Organising of FDPs and Seminars on latest trends in engineering and management.
- 5) Recruitment of faculty members, to maintain the faculty-student ratio for the current session.
- 6) Collaborations and exchange programs with premier institutions.
- 7) Discussion on submission of AQAR to NAAC.
- 8) Deputation of faculty members for higher studies under QIP Scheme.
- 9) Finalisation of Best practice.
- 10) Observation of some NSS activity i.e. Awareness programme (if any).
- 11) Vote of thanks.

Copy to

- 1 All Deans/HODS/Establishment Section
- 2 IQAC cell
- 3 Administrative officer

Principal
PRINCIPAL
College of Engineering Bhubaneswar

Minutes of the meeting of Internal Quality Assurance Cell (IQAC)

The meeting of the IQAC of College of Engineering Bhubaneswar (*hereafter referred as COEB*) was held on 16-08-2019 at 10.30 AM in the Boardroom to discuss the issues as per agenda under the chairmanship of Principal, COEB. The following members were present.

Members Present:

<u>Sl.No.</u>	<u>Name and Designation</u>	<u>Position in the IQAC</u>
1	Prof.(Dr) Subrat Kumar Mohanty	Chairman
2	Mr. KoustuvMallick (Trustee)	Management Representative
3	Dr. Krishna	Member
4	Dr.Edara Krishna Reddy	Member
5	Dr. M Selvam	Member
6	Dr. N. Veda Kumar	Member
7	Dr.JVN Ramesh	Member
8	Dr.NamitaMohapatra	Member
9	Dr.NiranjanNayak	Member
10	Dr.SunitaSatapathy	Member
11	Nalini Bihari Mohapatra	Administrative Director
12	Mr. Ajaya Kumar Gamango	Member
13	Ms. Monalisa Bal	Member
14	Er. BhabaniSankar Jena	Alumni
15	Er. DebasishMohapatra	Member
16	NiralTopno	Member
17	Dr.SoumyaDarshanMohanty	Coordinator, IQAC

Agenda of the meeting:

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11) Vote of thanks.

The meeting started with the welcome address of the chairman of the occasion. Discussion had been carried out as per the above agenda and after discussion the following decisions taken for implementations.

1. The minutes of meeting of last IQAC meeting dated: 3-04-2019 are reviewed and confirmed.
2. The following action taken report was prepared by the IQAC coordinator.

Sl no	Discussion topic in IQAC meeting	Action Taken Report
<u>1</u>	Confirmation of minutes of the meeting of last IQAC meeting dated: 03-4-2019	The minutes of the previous meeting was approved by the committee members.
<u>2</u>	Dean of Academic has put forward the academic calendar given by BPUT for the year 2019-20 for UG and PG programs.	Implemented
<u>3</u>	Organising of FDPs and Seminars on latest trends in engineering and management	Chairman suggested to all HODs to organize FDPs, and Seminars on latest trends in engineering and management.
<u>4</u>	Recruitment of faculty members, to maintain the faculty-student ratio for the current session	Chairman suggested recruitment of new faculty members to maintain better faculty-student ratio (FSR) for the academic year 2019-2020 in all departments.
<u>5</u>	IQAC Coordinator recommended that a complete all-round education for students is possible through collaborative activities like student exchange programs, field projects and Internships etc., such that the graduating students are ready for a flourishing professional Career in their field of choice.	Implemented
<u>6</u>	NSS Program officer is advised to observe all the awareness programme in stipulated date provided by the authority.	Implemented
<u>7</u>	Discussion on submission of AQAR to NAAC	The AQAR for the past years will be prepared by IQAC Coordinator

		&submitted to NAAC according to the schedule date.
<u>8</u>	Chairman ordered to prepare & maintain the best practices for the institution by preparing the required documents.	Implemented

3. The meeting ended with a vote of thanks to the chair and members present.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps. IQAC coordinator concluded thanking all the members for their active participation in the discussion.

Coordinator(IQAC)
COEB
COORDINATOR
COEB IQAC, BBSR

Principal
COEB
PRINCIPAL
College of Engineering Bhubaneswar