

Ref. No: COEB/IQAC/38/2020

Date: 21.12.2020

Notice

All IQAC members are requested to attend the Quarterly IQAC Zoom Meeting scheduled for 28th December 2020.

Venue: BoardRoom

Time: 10:30 AM

Your active participation is crucial 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: 25-09-2020.
- 3) Processing for 2nd Cycle NAAC accreditation.
- 4) Review of POs, Cos & PSOs
- 5) Submission of AQAR as per new guidelines by NAAC.
- 6) Discussion on Activities (Curricular, Co-Curricular & Extra Curricular)
- 7) Placements statistics of pass out students.
- 8) 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 28-12-2020 at 10.30 AM in the Board Room 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. Koustuv Mallick (Trustee)	Management Representative
3	Dr.J Hussain	Member
4	Dr.Thirumalai Raja	Member
5	Dr. R. Sivakumar	Member
6	Dr.C.Sunil	Member
7	Dr. Debasmita Samal	Member
8	Dr.Sadasiv Dash	Member
9	Nalini Bihari Mohapatra	Member
10	Mr. Chandan Malik	Member
11	Ms. Pravasini Mishra	Member
12	Er. Sudhir Ranjan Swain	Alumni
13	Mr. J KMohanty	Member
14	RabindraNathBehera	Member
15	Dr.Sujit Kumar Khuntia	Coordinator, IQAC

Agenda of the meeting:

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8. 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: 25-09-2020 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: 25-09-2020.	The minutes of the previous meeting was approved by the committee members.
<u>2</u>	Chairman asked to prepare for the 2 nd cycle of NAAC accreditation & task will be handed over to IQAC co-ordinator.	As the changed version of NAAC accreditation all the documents regarding AQAR will be prepared under the strict guidance of IQAC co-ordinator Dr.Khuntia.
<u>3</u>	IQAC coordinator framed the guidelines for attainment of course outcomes, program outcomes and program specific outcomes.	The total charge of the new OBE concept Dr.Khuntia, IQAC Co-ordinator has attained the virtual seminar by NITTTR, Kolkata.
<u>4</u>	Discussion regarding AQAR submission as per the new guidelines will be prepared	AQAR is prepared & after due discussion & deliberation it will be submitted to NAAC through portal.
<u>5</u>	Discussion regarding observation of activities with board members & PRO.	PRO is assigned to perform all activities according to NAAC guidelines & keep it in record.
<u>6</u>	Regarding Training & Placement activities TPO has been assigned to submit the statistical data of T&P activities.	All the statistical data has prepared through Bar Chart & Pie Chart & all the records are in office also.

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
COEB IQAC, BBSR
 Coordinator(IQAC)
 COEB


Principal
PRINCIPAL
COEB
 College of Engineering Bhubaneswar