

Ref. No: COEB/IQAC/110/2021

Date: 22.11.2021

Notice

All IQAC members are requested to attend the Quarterly IQAC Meeting scheduled for 30th November 2021.

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: 29-06-2021.
- 3) Discussion on regular IQAC quarterly meeting to be held in this current session.
- 4) Conductions of examinations through Remote Proctor Online Test (RPOT).
- 5) Organization of webinars, FDPs and seminars on latest trends in engineering and management.
- 6) Registration for online courses through MOOCs& SWAYAM etc.
- 7) Implementation of Career Advancement Scheme (CAS) for the faculty promotions to have better cadre ratio from academic year 2021-2022.
- 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 30-11-2021 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.J Hussain | Member |
| 4 | Dr. TC Manjunath | Member |
| 5 | Dr. R. Sivakumar | Member |
| 6 | Dr. N.K Vadivel | Member |
| 7 | Dr.DebasmitaSamal | Member |
| 8 | Dr.Sadasiv Dash | Member |
| 9 | Nalini Bihari Mohapatra | Member |
| 10 | Mr. Chandan Malik | Member |
| 11 | Ms. Pravasini Mishra | Member |
| 12 | Er. SudhirRanjan Swain | Member |
| 13 | Mr. J KMohanty | Alumni |
| 14 | RabindraNathBehera | Member |
| 15 | Dr.Sujit Kumar Khuntia | Member Coordinator, IOAC |

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- 7) Implementation of Career Advancement Scheme (CAS) for the faculty promotions to have better cadre ratio from academic year 2021-2022.
- 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: 29-06-2021 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: 29-06-2021. | The minutes of the previous meeting was approved by the committee members. |
| <u>2</u> | Regular IQAC quarterly meeting to be held as per the new NAAC guidelines. | IQAC co-ordinator for submitted the forth coming quarterly IQAC meeting where all the IQAC related quality activities to be discussed & implemented. |
| <u>3</u> | Discuss regarding preparation of schedule for online classes | Action plan are prepared by concerned HODs that the online test are conducted through RPOT. |
| <u>4</u> | Chairman suggested to all HODs to organize webinars, FDPs, and seminars on latest trends in engineering and management. | Webinars, FDPs, and Seminars are organised by concerned HODs under the supervision of IQAC co-ordinator. |
| <u>5</u> | IQAC Coordinator suggested all HODs to encourage faculty members to take and complete online courses in Udemy, Coursera or SWAYAM etc. to enhance their knowledge. | Registration for SWAYAM,MOOCs,NDL & VIDWAN for online courses are done by faculty members to enhance their knowledge |
| <u>6</u> | Chairman discussed on Career Advancement Scheme (CAS), the faculty shall be periodically apprised of their performance to facilitate promotions under Career Advancement Scheme | Career Advancement Scheme (CAS) are to be implemented asper the guidelines by AICTE/UGC and to be implemented as soon as possible. |

- 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
COEB

PRINCIPAL
College of Engineering Bhubaneswar