

Ref. No: COEB/IQAC/01/2023

Date: 02.01.2023

Notice

All IQAC members are requested to attend the Quarterly IQAC Meeting scheduled for 10th January 2023.

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: 05-10-2022.
- 3) Revamp of academic departments.
- 4) Academic bank of credits.
- 5) Review of Green audit.
- 6) Planning of Social activities
- 7) Training and Placement
- 8) Quality Assurance initiatives
- 9) Vote of thanks.

Copy to

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


PRINCIPAL
College of Engineering Bhubaneswar
Principal

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 10-1-2023 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. M. Ramakotaiah	Member
4	Dr.GRamprabu	Member
5	Dr.Srigangadhar Mande	Member
6	Dr. Prakash Chandra Sahu	Member
7	Dr.G.Arul Dalton	Member
8	Dr. Santosh Kumar Acharya	Member
9	Nalini Bihari Mohapatra	Member
10	Mr. Ashok Kumar Sahoo	Member
11	Ms. LopaBhuyan	Member
12	Er. DurgJyoti Pradhan	Alumni
13	Dr.BirajaNath	Member
14	Judhistir Dhal	Member
15	Dr.SubhakantaNayak	Coordinator, IQAC

Agenda of the meeting:

1. Welcome address by Chairman, IQAC.
2. Confirmation of minutes of the meeting of last IQAC meeting dated: 05-10-2022.
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4. Academic bank of credits.
5. Review of Green audit.
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7. Training and Placement

8. Quality Assurance initiatives
9. 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: 05-10-2022 are reviewed and confirmed.
2. The following action taken report was prepared by the IQAC coordinator.

1: Approval of Previous Minutes

The minutes of the last meeting were unanimously approved by all members, ensuring an accurate record of discussions.

2: Revamp of academic departments

- Teaching Learning and Resources (TLR) and Research and Professional Practices (RPC)
- Associate Guides Identification:
 - A proactive step was taken to identify associate guides from other academic institutes for research centers, enhancing collaborative research opportunities.
 - Research Work for PG Students:
 - A commitment to ensure that all postgraduate students initiate and complete their research work within stipulated timeframes, fostering a culture of research excellence.
 - Collaboration with Top-Ranking Institutes:
 - Initiatives were outlined to collaborate with top-ranking institutes to learn and implement best practices related to research, publications, and projects at our institution.
 - Recognition of Guide for Doctorate Faculty:
 - Encouraging eligible faculty members to apply for guide recognition from the university, promoting mentorship and academic guidance.
 - Faculty Recruitment Criteria:
 - Ensuring that faculty recruitment emphasizes Ph.D. qualification and a strong research background, with an average experience of 5 plus years.
 - Timely Completion of Doctoral Studies:

- A commitment to ensuring that faculty members pursuing doctoral studies complete their dissertation work on time, contributing to academic advancements.
- Professional Development Allowances (PDA):
- Introduction of Professional Development Allowances for faculty pursuing Ph.D., recognizing and supporting their academic endeavors.
- Increasing Research Output:
 - Setting the goal of increasing research output in the form of quality publications (Q1, Q2) and research projects, aiming for a rapid ascent in university rankings.
 - Involvement in Research Activities:
 - Emphasis on the involvement of all faculty members in research activities, with the Dean of Research and Development overseeing this initiative.
 - Profile Updates on Research Platforms:
 - Implementation of a systematic approach to update every staff's Google Scholar, Scopus, and Web of Science profiles in IRINS, a web-based Research Information Management service.
- Training Programs:
 - Introduction of training programs on research methodologies and Intellectual Property Rights (IPRs) to enhance the research capabilities of faculty members.

3. Academic Bank of Credits (ABC):

- IQAC has initiated the implementation of the Academic Bank of Credits from the academic year 2021-22 onwards, aligning with NAAC guidelines. The institute is registered on the National Academic Depository portal, enhancing transparency and efficiency in credit management.
- Green Audit and Environmental Initiatives:

Regular conduct of green audit, energy audit, and environmental audit with reputable agencies, adhering to guidelines from the National Accreditation Board of Certification Bodies (NABCB) and NAAC. This ensures a sustainable and environmentally responsible approach in institutional practices.

3. Review of Green audit:

Discussion on quality initiative like green audit, energy audit & quality audit the board advice to IQAC coordinator for go apply to concerned authority to obtained ISO certificates. Where internal audit are also done for different purpose.

4. Planning of Social activities


Sports Coordinator presented the plan of activities to be organized for the current academic year like Blood donation and Awareness Program etc.

5. Training and Placement

Placement coordinator proposed to conduct training classes on communication skill and aptitude for B-Tech III year Students.

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