

Minutes of IQAC Meeting held on 15th September, 2018 at 03:00 pm
In Room No. 409, LHC Building

Members Present:

1. Dr. Ajit Kumar Panda (Chairperson, IQAC)
2. Dr. Shom Prasad Das
3. Dr. M. Reza
4. Prof. M. Suresh
5. Dr. Satya Sopan Mahto
6. Dr. Ratnakar Mishra
7. Dr. Pradyumna Ku. Patra
8. Dr. Sandipan Mallick
9. Dr. D Panda
10. Prof. Pramath Nath Acharya

Dr. Ajit Kumar Panda, Principal welcomed all the members of the committee.

1. Conformation of the previous meeting held on 4th September, 2018

Resolved to confirm the minutes of the previous meeting held on 4th September, 2018, regarding notification of new IQAC team formation with new members.

2. Action taken Report on last meeting.

Resolved to approve the Action Taken Report on minutes of IQAC meeting held on 4th September, 2018

3. Class room visit by the academic audit team to maintain quality in class room teaching.

A format for class room visit is proposed to be developed and distributed among the faculty members. All the HoDs of the departments are to be instructed to monitor the regular visits in consultation with the already functioning academic audit team. Professor M Reza was assigned as the in charge of academic audit team.

4. To discuss the new HR policy framed by the institute.

The HR policy aiming to promote research and development contain a cash reward of Rs. 10000/- for PhD degree award and Rs. 5000/- for guiding a scholar from the institute. The other rewards practiced by the institute in case of publication in journals, books, book chapters are remained as usual.

5. API points for translated and edited books should be modified.

The API points of single author books is accepted as modified in UGC Regulation 4th Amendment. Therefore, API points for translated / edited books will be as per UGC regulations. However, institute will discuss in alter meeting to suitably honor the translator.

6. Online feedback system in 'Online Information Students' (OIS) by the students.

It was resolved that the feedback from students will be considered to meet the requirement of faculty promotion and increments.

7. Encyclopedia entries can be considered as chapters in edited book.

It was decided that an entry in encyclopedia consisting of 5000 or more words will be considered as a chapter in an edited book and 03 API points will be assigned to such an entry.

8. To discuss challenges faced in implementation of UGC Regulation on API points

It was resolved that a letter may be written to university stating challenges faced by Institute in implementation of UGC Regulation in areas of API points transfer in counting the points.

The meeting ended with vote of thanks to the Chair.

