

Members Present:

1. Dr. Sudhakar Das (Chairperson, IQAC)
2. Dr. Sandipan Mallick
3. Dr. Bhanu P. Behera
4. Dr. L.K. Raju
5. Dr. Pradyumna Ku. Patra
6. Prof. Pradeep Kumar Jena
7. Dr. H K Reddy
8. Dr. M. Rajendra
9. Prof. Sushanta Kumar Sahu
10. Prof. Pramath Nath Acharya

Dr. Sudhakar Das, Principal welcomed all the members of the committee.

1. Confirmation of the previous meeting held on 17 June, 2020.

Resolved to confirm the minutes of the previous meeting held in June, 2020.

2. Action taken Report on last meeting.

Resolved to approve the Action Taken Report on minutes of IQAC meeting held on 17 June, 2020.

1. Training of faculty members on online teaching.

Members present and attended in the IQAC meeting highlighted the need of training on online teaching. The institute subscribed zoom platform was highlighted as the preferred teaching mode.

2. Teaching plan verification.

All the departmental sub-committees are asked to verify the teaching plan of all the subjects. Due to the online teaching program faculty members changed the mode of pedagogy and included online quizzes and other materials. It is observed by the members that these are quite substantial for class room use especially in a crisis period like COVID.

3. Employee feedback

A discussion was held how to take online feedback whereas the mode of teaching was completed online there was no physical connection between teachers and students. The traditional face to face teaching pattern was felt better by the members.

4. Review of Syllabus.

All the departmental head who were attended the meeting were of the opinion that the review of syllabus to be stopped till the situation improved and the physical class resumed.

5. NAAC Activities.

The meeting held to discuss NAAC guidelines and the documents required to keep in online storage. The members expressed their doubt whether the screenshot captured during the class will be accepted by NAAC as evidence. In absence of any other means of preserving evidence, the screenshots and class recordings may be the only means to keep record.

The meeting ended with vote of thanks to the Chair.



Chairman, IQAC

ACTION TAKEN REPORT FOR TASK ITEMS LISTED IN AY 2019-20 Q-4 MEETING

SI No	Task item	Ownership	Due Date / Status
1	Definition of National / International Publisher for books and conferences.	Librarian> HoDs	List compiled and circulated.
2	Review of projects undertaken by the faculty members.	R&D Coordinator	Circular issued