

Meeting

IQAC Review Meeting 2022-23 Quarter-4

MINUTES 27/06/2023 MODE: PHYSICAL Venue: SN Ramanujan Hall, ATRIUM Building
1:00-2:15 PM

Meeting Agenda:

- 1.0 Confirmation of MoM of Previous meeting (2021-22 Q1) and review of Action Taken report
- 2.0 Class visit for infrastructure audit
- 3.0 Hostel Visit
- 4.0 Analysis of provisional results
- 5.0 Provisional result analysis

MEETING CALLED BY	Prof. M Suresh (IQAC Coordinator)
ATTENDEES	June 27, 2023 Prof. M Suresh(IQAC Coordinator) Dr. Bishnukar Nayak (Vice-Principal) Sri. Sayad Suleman Ali (Member) Dr. Pradyumna Kumar Patra (Member) Sri. Bhabani Gouda (Member) Sri. M Rajendra Kumar (Member) Dr. L K Raju (CoE) Dr. Souren Misra (HoD, ME) Dr. Sachidananda Prasad (HoD, EE) Dr. S R Patnaik (HoD, CSE) Alok Patra (BC) Dr. B Behera (Placement Head) Dr. Sandipan Mallik (Research Coordinator)

ITEM	DISCUSSION SUMMARY
	The quarter-4 meeting of the IQAC was conducted to review the activities of quarter-4 and to set the agenda for the Q1 of the upcoming academic year. The classes have been fully restored to normalcy and all physical classes are being conducted.
1.0	Confirmation of MoM of Previous meeting (2021-22 Q1) and review of Action Taken report - The MoM of the Quarter-3 meeting of 2022-23 held on 29/03/2023 was approved. - The action taken report of the Quarter-3 meeting was reviewed.
2.0	Class visit for infrastructure audit The IQAC team conducted an audit of the classrooms to check working of the audio visual systems, white boards etc. It was found that certain rooms had a functional system but with reduced efficiency. Especially the projector, speaker systems, white board/ green boards etc. required attention a few rooms. Resolved: The same have been listed and brought to the notice of the IT admin and Admin head to upgrade the systems. (Action: IT admin)





3.0	Hostel visit The hostel visit of faculty had proven to be a good exercise which improved the students' academic performance and also brought in significant changes in the discipline in the rooms and mess. For the current semester also, the hostel superintendent has circulated a visiting team list to conduct the vigilance activities and hand holding to the students in clearing doubts. (Action: Hostel Superintendent)
4.0	Analysis of provisional results The provisionally published results of the Even semester were presented and the abstract statistics were discussed. In some papers the bias of grade distribution were discussed, as they indicated poor or extremely good performance by the students.

Task items

TASK ITEM	PERSON RESPONSIBLE	DUE DATE AND STATUS
1. Upgradation of projector, speaker systems, white board/ green boards	Sri. Sayad Suleman Ali (Admin Head)	30/07/2023
2. Create a hostel visit time table for teachers to conduct doubt clearing classes and file compliance.	Prof. Purnendu Mishra (Hostel Superintendent)	Continuous

