



## **IQAC MEETING**

Venue: Conference Hall, DO Annex Building, Campus-4

Time: 11.30hrs

Date: 15/02/2019

### **AGENDA**

<b>Sl. No.</b>	<b>Agenda Item</b>
1	Confirmation of the Minutes of previous Meeting
2	Promotion of Consultancy Activities for Faculty Members
3	Initiative for applying more and more Funded Projects
4	International Students' Admission
5	Health and Safety of Students
6	Community Development Programmes
7	Improving Industry Academic Interface



INTERNAL QUALITY ASSURANCE CELL  
KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY (KIIT)  
DEEMED TO BE UNIVERSITY

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## Minutes of Meeting

Venue: Conference Hall, DO Annex Building, Campus-4

Time: 11.30hrs

Date: 15/02/2019

- The third meeting of the IQAC for the Session 2018-19 was held on Dt. 15/02/2019 in presence of the following members.

### Members Present

Prof. Hrushikesh Mohanty	Chairperson
Prof. Sasmita Samanta	Member
Prof. S.Nanda	Member
Prof. B.C.Guru	Member
Prof. Jnyana Ranjan Mohanty	Member
Prof. S.L.Sarma	Member
Prof. Biswajit Sahoo	Member
Prof. Mihir Ranjan Nayak	Member
Prof. Mrutyunjaya Suar	Member
Prof. Pradeep Pattnaik	Member
Prof. P. Pattajoshi	Member
Prof. Samaresh Mishra	Member
Prof. A.K. Sar	Member
Prof. Ashok Kumar Sahoo	Member
Prof. Biswajit Mishra	Member
Prof. Arindam Deb	Member
Mr. Samarendra Chandan Bindu Dash	Member (Student)
Prof. Ashoka Ku. Das	Member (Educationist)
Prof. Kumar Mohanty	Member (invitee)
Prof. J. K. Parida	Member (Secretary)

The meeting was chaired by Prof. Hrushikesh Mohanty, Vice Chancellor, KIIT-DU. With due permission, Prof. J. K. Parida, Director, Quality Assurance welcomed all the members present in the Meeting. The meeting was started as per the proceedings.

1) Confirmation of the Minutes of previous Meeting :

After thorough discussion on Action Taken Report presented by Director, QA Cell, all the members unanimously approved the Minutes of last Meeting held on Dt. 14/12/2018.

2) Promotion of Consultancy Activities for Faculty Members :

In order to promote more and more no. of Consultancy activities by involving faculty members, it was proposed to waive out the initial share of the University fee for the new consultancy projects undertaken by the faculty members. Schools are requested to extend all sorts of support in this regard.

3) Initiative for applying more and more Funded Projects :

Arising out of discussion, Prof. Ashok Das suggested to go for the High Risk High Reward (HRR) Projects under Inter - School basis. Facilities required for the purpose will be extended all support by the University and concerned Schools.

4) International Students' Admission :

It is resolved to extend that all sorts of facilities will be extended to the foreign students coming to KIIT for taking admission in different courses. Due special care as and when required must be extended for their comfortable stay and safety in the campus.

5) Health and Safety of Students :

It is observed that in spite of operation of Occupational Health & Safety Cells in all schools, some students are not happy with the facilities. Hence, health and safety of the students inside the campus should be given priority.

6) Community Development Programmes :

University by the help of Community Engagement Cell has undertaken several community enrichment programmes like Kanya Kiran, Education for All, Art of Giving and Nua Mana Nua Sapana. Few more programmes on Issues of Tribal Development, Cleanliness & Sanitation and Plantation may be covered. Initiative in this regard has already been taken through NSS, NCC and Red Cross. Fund positions are made available for the purpose by the University.

7) Improving Industry Academic Interface :

It is decided by the members to associate more and more number of industry personnel in our academic activities like development of curriculum, sharing their practical experience, internship, consultancy and others as a part of industry academic interface in a vigorous manner. Deans and Directors will be informed accordingly to step up in this direction.

The meeting was ended with vote of thanks to the Chair and other dignitaries present in the meeting.

Director, QA Cell  
Member (Secretary)



## **IQAC MEETING**

Venue: Conference Hall, DO Annex Building, Campus-4

Time: 11.00hrs

Date: 10/05/2019

### **AGENDA**

<b>Sl. No.</b>	<b>Agenda Item</b>
1	Confirmation of the Minutes of previous Meeting
2	Strengthening the Students Feedback System
3	Implementation of Academic Audit in KIMS
4	Compilation of Performance Based Appraisal System (PBAS)
5	Improving the quality of B.Tech Projects



INTERNAL QUALITY ASSURANCE CELL  
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## Minutes of Meeting

Venue: Conference Hall, DO Annex Building, Campus-4

Time: 11.00hrs

Date: 10/05/2019

- The last meeting of the IQAC for the Session 2018-19 was held on Dt. 10/05/2019 in presence of the following members.

### Members Present

Prof. Hrushikesh Mohanty	Chairperson
Prof. Sasmita Samanta	Member
Prof. S.Nanda	Member
Prof. B.C.Guru	Member
Prof. Jnyana Ranjan Mohanty	Member
Prof. S.L.Sarma	Member
Prof. Biswajit Sahoo	Member
Prof. Mihir Ranjan Nayak	Member
Prof. Mrutyunjaya Suar	Member
Prof. Pradeep Pattnaik	Member
Prof. P. Pattajoshi	Member
Prof. Samaresh Mishra	Member
Prof. A.K. Sar	Member
Prof. Ashok Kumar Sahoo	Member
Prof. Biswajit Mishra	Member
Prof. Arindam Deb	Member
Mr. Samarendra Chandan Bindu Dash	Member (Student)
Prof. Ashoka Ku. Das	Member (Educationist)
Prof. Kumar Mohanty	Member (invitee)
Prof. J. K. Parida	Member (Secretary)

The fourth & last meeting of IQAC for the Session 2018-19 was chaired by Prof. Hrushikesh Mohanty, Vice Chancellor, KIIT-DU. With due permission, Prof. J. K. Parida, Director, Quality Assurance welcomed all the members present in the Meeting. The meeting was started as per the proceedings circulated earlier.

1) Confirmation of the Minutes of previous Meeting :

After thorough discussion on Action Taken Report presented by Director, QA Cell, all the members unanimously approved the Minutes of last Meeting held on Dt. 15/02/2019.

2) Strengthening the Students Feedback System :

It was unanimously decided to focus on -

- (i) Provision of getting mandatory Students Feedback from all the Students before giving them admit card for examination.
- (ii) Teachers are requested to motivate all students for submission of Students Feedback in order to improve their respective areas.
- (iii) One-to-one interaction with all students under Tutor-Mentor Scheme by the faculty members be triggered to identify and overcoming the weakness of the students .

3) Implementation of Academic Audit in KIMS :

The following points were discussed for implementing Academic Audit in KIMS by-

- (i) Sharing of the Academic Audit Handbook from KIIT
- (ii) Incorporation of suggestions if required
- (iii) Nomination of experts, Invitation of experts and logistics arrangement
- (iv) Conduct of Academic Audit of the Schools of Medicine
- (v) Academic Audit report compilation
- (vi) Presentation of action plan in view of the recommendations of the Academic Audit Team
- (vii) Placing the compiled report of Action Plans in IQAC Meeting for further decisions.

4) Compilation of Performance Based Appraisal System (PBAS) :

- (i) Regarding Research & Publication of faculty members, discrepancies were marked between SAP data and PBAS Sheets /Forms as the information given in PBAS on Research & Publication are not mentioned properly. Action may be taken in this regard to update the PBAS content.
- (ii) Faculties may be informed to go for publishing their research papers only in Scopus / Web of Science indexed journals on priority basis with least priority to UGC notified journals.
- (iii) Social Relevance Projects may be prepared and be submitted to funding agencies as per their requirement for sanction of financial assistance.

5) Improving the quality of B.Tech Projects :

It is observed even in Academic Audit that in spite of regulation of Project Activities in all schools, the qualitative projects in B.Tech stream needs further improvement. Hence, it was emphasized that both qualitative and quantitative B.Tech Projects should be rigorously done in all the Schools on priority basis.

The meeting was ended with vote of thanks to the Chair and other dignitaries present in the meeting.

Director, QA Cell  
Member (Secretary)