

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

VENUE: CONFERENCE HALL, CAMPUS-3, KIIT

DATE & TIME: 13.07.2018, 11.30 HRS

MEMBERS PRESENT

Prof. H. Mohanty (Vice-Chancellor)	Chairperson
Prof. S. Nanda (Research Chair)	Vice-Chairperson
Prof. S. Samanta (Registrar)	Member
Dr. M. R. Nayak (Director, Planning)	Member
Prof. J. R. Mohanty (Controller of Examinations)	Member
Prof. Biswajeet Sahoo (Director, Student Affairs)	Member
Prof. A. K. Sen (Professor, School of Electronics Engineering)	Member
Prof. Paramita Chataraj (Associate Dean, School of Law)	Member
Mr. Prateek (3rd year, SEE)	Member
Ms. Trisha Chaterjee (3rd year, MBBS)	Member
Mr. R.N. Mohanty (President - Technology Pidlite Industries, Mumbai)	Member
Prof. Arabonda Tripathy (Former Professor, IIM Agmedabad)	Member
Prof. B. C. Guru (Advisor, QA Cell)	Member
Prof. T. Mohanty (Dean, QA Cell)	Member Secretary

MEMBERS ABSENT

Dr. M. Suar (Director, KSBT)	Member
Prof. Jyotin Dash (Principal, KIMS)	Member
Prof. Shruti Vishal Dev (Professor, KIDS)	Member
Mr. D. N. Dwivedy (Management Representative)	Member
Mr. Durgasish Mohapatra (Dy Manager, Maruti Suzuki Limited)	Member



AGENDA ITEMS

Sl No	Agenda item	Brief Description
1.	Reporting Items	<ul style="list-style-type: none"> • UGC granted autonomy to KIIT • NBA Accreditation received • The AQAR for the year (2016-17) placed for approval
2.	Discussion Items	<ul style="list-style-type: none"> • Question Quality Assessment for various schools taken up. <ul style="list-style-type: none"> ○ The summary of findings • Academic Audit for 2017-18 <ul style="list-style-type: none"> ○ Abstract of recommendations placed • Stakeholders' Feedbacks: <ul style="list-style-type: none"> ○ Summary of findings from students' feedback ○ Summary of findings from parents' feedback ○ Summary of findings from alumni feedback • Faculty Development Program 2018 <ul style="list-style-type: none"> ○ FDP 2018 was organized during 23-30 June 2018 ○ The common program on 23rd addressed on research challenges, dynamics of students' psychology, best practices in teaching and learning, best practices in assessment process and



RESOLUTIONS

Sl No.	Item	Resolution
1.	Accreditation	The IQAC noted and expressed satisfaction that IET has recommended for accreditation. The committee resolved that concrete steps be taken to improve the quality of B. tech projects and question papers. Steps taken in this regard is to be reported to the IQAC in next meeting scheduled on 22.09.2017
2.	FDP 2018	The IQAC noted with satisfaction that FDP was organized successfully.
3.	AQAR (2016-17)	The IQAC in principle approved the AQAR 2016-17 and resolved that the same should be finalized and hosted in IQAC website of the University
4.	Academic Audit	The IQAC noted with satisfaction that the academic audit was done in many of schools of KIIT University. The Committee resolved that steps be taken to conduct academic audit in remaining schools. It was further resolved that the reports of the academic audit be sent to the respective schools for taking action regarding implementation.

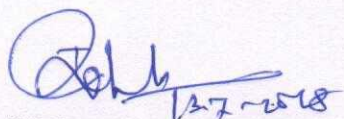
ACTION ITEMS

Sl No.	Item Description	Responsibility	Due Date
1.	Induct persons from Industry / R & D Labs as experts in the Academic Audit team	Dean, QA Cell to propose	01.09.2018
2.	Conduct programs to develop the skill sets on non teaching staff members.	Frame of the Staff development program to be submitted by Dean, QA Cell	01.09.2018



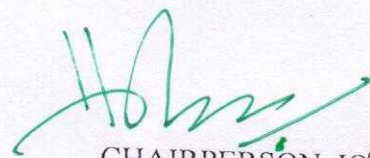
ITEMS OFFERED AS SUGGESTIONS

- Industry personnel may be included as experts during Academic Audit.
- Internal Academic Audit may be scheduled to be held during November 2017.
- Technology adoption in the teaching pedagogy may be encouraged.
- Incorporation of Data Science in curricula of all engineering programs.
- Technical Assistants may be trained in usage of modern engineering tools.



MEMBER SECRETARY, IQAC

Dean, Quality Assurance Cell
Kalinga Institute of Industrial Technology (KIIT)
Deemed to be University



CHAIRPERSON, IQAC



IQAC MEETING

DATE: 14/12/2018

VENUE: MEETING HALL, CHINTAN

AGENDA

Sl No	Agenda item	Brief Description
1.	Approval of minutes of previous meeting	The minutes of the previous meeting held on 13.07.2018 (Annexure 1) is attached. The minutes of previous meeting may be confirmed.
2.	Action Taken Report	<ul style="list-style-type: none">• The Academic audit panel of external experts will be constituted during April 2019. One third of the panel will be from the industries.• Training for the technical staff members of the School will be held during third week of December 2018.
3.	Reporting Items	<ul style="list-style-type: none">• KIIT now features in Times Higher Education-World University Rankings 2019. This is the only self financing Institution in Easter India to feature in the ranking.• KIIT features in 251-300 ranks in QS BRICKS University ranking. KIIT is the youngest and holds 8th rank among Indian top private Universities in this list.• The IET (An accrediting agency of the UK) has granted accreditation to five of the B. Tech programs of the University. The Accreditation is awarded for student batches admitted during 2015, 2016, 2017, 2018 and 2019. The monitoring review is scheduled during 2019. The IET asked for an update on the action plan that we submitted during February 2018. The update has been prepared and shared. The University has sent the initial review request for accreditation of five PG Programs in Engineering and three UG Programs in Engineering. The accredittaion visit is expected during first half of 2019.• NBA has extended accreditation for B. Tech programs in five disciplines till 2020. School of Electronics Engineering and School of Computer Engineering have applied for accreditation to three B. Tech programs namely, B. Tech in Electronics and electrical Engineering, B. tech in Electronics and Instrumentation Engineering and B. tech in Information Technology

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| 4. Discussion
Items | <ul style="list-style-type: none">• The AQAR for the year (2017-18) has been uploaded in the website as per UGC requirement <hr/> <ul style="list-style-type: none">• A number of measures have been taken to improve on the area, where improvement needs were identified and suggested by the expert assessors during NAAC accreditation visit. The outcomes of the efforts are presented. (Annexure 2)<ul style="list-style-type: none">A. R & D PublicationB. Consultancy ActivitiesC. Funded ProjectsD. Incentivization to the researchersE. Skill development initiativesF. Industry Institute InteractionG. Students' Extension ActivitiesH. International Students' AdmissionI. Health and safety of studentsJ. Community development Programs
<ul style="list-style-type: none">• Feedbacks were received from parents and recruiters. Summary of the feedback is presented in Annexure 3 |
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KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY (KIIT)
Deemed to be University U/S 3 of the UGC Act, 1956

Proceedings of the 2nd IQAC Meeting (2018-19) held on 14th Dec 2018 at 11:30 A.M at V.C
Conference Hall, KIIT

Members Present

1. Prof. Hrusikesh Mohanthy	Chairperson
2. Prof. Asok Kumar Das	Member (Educationist)
3. Prof. Sasmita Samanta	Member
4. Prof. Jnyana Ranjan Mohanty	Member
5. Prof. Biswajit Sahoo	Member
6. Prof. Mihir Ranjan Nayak	Member
7. Prof. Mrutyunjay Suar	Member
8. Prof. Pradeep Pattnaik	Member
9. Prof. Puspallata Pattajoshi	Member
10. Prof. Ashok Kumar Sahoo	Member
11. Prof. Sameresh Mishra	Member
12. Prof. A.K. Sen	Member
13. Prof. S.L. Sharma	Member
14. Prof. B.C. Guru	Member
15. Prof. Tanmoy Moahnty	Member
16. Prof. Biswajit Mishra	Member
17. Prof. Kuamar Mohanty	Member (Invitee)
18. Mr. Samarendra Chandan Bindhu Dash	Member (Student)
19. Prof. Jayant Kumar Parida	Member (Secretary)

• At the outset the Vice – Chancellor Prof. H.K Mohanty, the Chairman of IQAC, welcomed all the members of the IOAC including Prof. A.K. Das, Vice – Chairman, Odisha Higher Education Council. He insisted the members to devise new and innovative ideas by applying modern technology (IT) so that the KIIT (DU), the emerging institution can reach a new height of excellence in the global map of education. He sought cooperation and coordinations from all external members and Dean as well as Directors of schools to focus on improvement of curriculum, Students progression, Skill development, Campus placement for Students. He equally wished that teachers should become more pragmatic and practical in their approach while dealing with the Students. At the same time, he expected that teachers should become more active in publication of research papers in Scopus journals, go for applying for more and more research funded projects.



- Prof. Jayant Kumar Parida, Member Secretary IQAC has briefly presented his report and informed the house the glories and the activities undertaken by the IQAC during last 6 months of 2018 as follow:

1. KIIT now features in Times Higher Education World University ranking 2019 and in 251- 300 ranks in QS Bricks University ranking. It holds 5th rank among top Indian Private Universities of the country.

2. The UK based accrediting agency IET has granted accrediting to 5 B.Tech programme of KIIT for 5 years.

3. NBA has extended accreditation for B.Tech programs in five disciplines till 2020.

4. The AQAR for 2016-17 and 207-18 have been uploaded as per NAAC requirement.

- Prof Parida also highlighted the activities undertaken under the banner of Quality Assurance Cell in last 6 months.

1. Organization of Two days workshop on “How to prepare Project Proposals in Social Sciences” for 35 faculties of Social Sciences dept (24-25th Aug, 2018).

2. A one day National Seminar for Economics, Commerce and Management faculty members and students on 17th Nov, 2018 with more 8 National delegates and 120 participant.

3. Pre Project preparation assistance, Moderation and finalization of 31 Project proposals uploaded under IMPRESS, ICSSR, New Delhi by the faculty members of Social Sciences.

4. Invited of eminent personalities of different fields from India and abroad to interact with the faculties and students.

5. Coordinated in conducting Alumni meets across the 17 schools for 2018 pass out batch on 10/11/2018.

- The minutes of previous meeting held on 13/07/2018 was confirmed by the committee.

- The action taken report was also placed and was approved.



Resolutions:

Arising out of discussions, it was resolved that

1. Faculties of different schools may be devised their own strategy to bring more research funded project from various funded agencies. Deans are requested to promote, facilitate and see that more project proposals are prepared, and for applied for.
 2. Steps may be taken to apply for HRR (High risk high reward) projects on Inter-School basis, where huge fund are available on the basis of the strength of the proposals.
 3. Faculty members/Schools desirous of undergoing collaborating Projects with other institutes of reputes may be given priority for coordinated Research projects (CRP). All assistance may be extended by the School.
 4. As suggested by the members, it was decided to go on organizing more and more number of specific skill development programmes for students of Social Sciences with a view to improve their employability skill.
- The meeting was ended with vote of thanks to the Chair, Prof. A.K. Das, our Hon'ble Vice Chairman, OSHEE, Registrar and all other dignitaries present in the meeting.



Director, QA Cell

Member (Secretary)

DIRECTOR, QA
KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY
Bhubaneswar
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IQAC MEETING

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

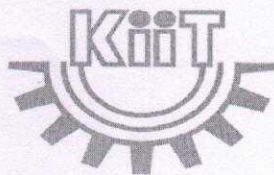
Time: 11.30hrs

Date: 15/02/2019

AGENDA

Sl. No.	Agenda Item
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

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 wave 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)

DIRECTOR, QA
KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY
DEEMED TO BE UNIVERSITY
BHUBANESWAR





IQAC MEETING

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

Time: 11.00hrs

Date: 10/05/2019

AGENDA

Sl. No.	Agenda Item
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





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KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY (KIIT)
DEEMED TO BE UNIVERSITY

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) :

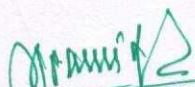
- (i) Regarding Research & Publication of faculty members, discrepancies were marked between SAP data and PBAS Sheets /Forms as the information given in PBAS on Research & Publication are not mentioned properly. Action may be taken in this regard to update the PBAS content.
- (ii) Faculties may be informed 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)

DIRECTOR, QA
ALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY
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BHUBANESWAR

