

Minutes Of Meeting (03/02/2020)

The first meeting of the academic session 2020-21 held on 03/02/2020 at 3.00pm in the principal room with the following members .

- (1) Chairman Of The IQAC – Principal
- (2) Co-Ordinator Of The IQAC – Sri P.K. Tripathy, HOD, Electrical Engg
- (3) Member Of IQAC
 - (a) Sri M.K. Pradhan – Asst Prof, Dept Of Electrical Engg
 - (b) Sri B.K. Giri – Dept Of Mechanical Engg
 - (c) Sri Biswajit Panda – Asst Prof, Dept Of CSE
 - (d) Sri Sumanta Das – Asst Prof, Dept Of BSH
 - (e) Sri B. Champatiray – (Special Invitee) – HOD, Dept Of Mech Engg
- (4) Management Representatives
Sri B.D. Mohapatra (Administrative Officer, BTES, Balasore)

The following points were discussed and resolved...

- (1) Review meeting of department activities with Secretary & Principal to be organised to evaluate the performance of the departments.
- (2) Review meeting with Secretary & Principal regarding NAAC criteria to be organised.
- (3) Steps to be taken to improve the internship performance of the students so as to achieve 100% placement.
- (4) Students must encouraged to take more online certification course. Preference to be given for SWAYAM courses.
- (5) Student satisfaction survey to be carried out.
- (6) Seminar to be organised by outside research person and Industry person for student and faculty in the month of May.
- (7) Transit is needed from traditional to digital library, Resource & Space planning to be done effectively. E-Library subscription may be done.
- (8) Question bank software, Smart Card, wifi usages of faculty are doing well.

The meeting ended with thanks to chairman and all the members.

Signature Of Members :-

(01)

(02)

(03)

(04)

(05)

(06)

(07)

[Handwritten signatures and dates]
3.2.21
03.02.21
B. Champatiray
B. Giri
B. Panda