



Estd - 1999

DRIEMS

An Autonomous Engineering College

Evolving knowledge: Strengthening minds: Empowering Environment

Ref:

Date:



DRIEMS

2021-22/01 MEETING

OF

THE INTERNAL QUALITY ASSURANCE CELL

(IQAC)

DATE : 12.08.2021 [Thursday]
 TIME : 02.00 PM
 VENUE : ONLINE PLATFORM

MINUTES

Members Present:

Sl. No.	Name	Designation
1	Prof. (Dr.) Rajendra Kumar Das	- Principal & Chairman, IQAC <i>oll</i>
2	Sj. Balam Kar	- Director (Admn.)
3	Prof. (Dr.) K.K. Mishra	- Advisor <i>K.K. Mishra</i>
4	Dr. Dayananda Sarangi	- Controller of Examination <i>DS</i>
5	Dr. J. Mehena	- Dean (Academic) <i>J</i>
6	Dr. Pratap Chandra Pradhan	- HoD, EEE <i>PCP</i>
7	Prof. (Dr.) Nayan Ranjan Samal	- HoD, EE
8	Dr. Sachikanta Dash	- HoD, CSE <i>Sachin</i>
9	Prof. Biswajit Jena	- HoD, CE <i>Biswajit</i>
10	Dr. Leena Pattanaik	- Dean (SW) <i>L.P.</i>
11	Prof. D.R. Biswal	- HoD, ME <i>DRB</i>
12	Prof. Krishnaprada Dash	HoD, HSS <i>K.P.D.</i>
13	Dr. Bidyadhar Swain	Member (R&D) <i>B.S.</i>

[Signature]
 Co-ordinator
 IQA Cell

DRIEMS Autonomous
 Tangi, Cuttack

[Conferred By UGC, Approved By AICTE & Affiliated To BPUT, Odisha
 NAAC 'A' Grade Accreditation, ISO-9001:2015 Certified]

Kairapari, Kotsahi (Tangi), Cuttack - 754022, Odisha, India, Phone : (0671) 2595061 to 65, Fax : (0671) 2595755

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Sl. No.	Name	Designation
14	Er. Durga Prasad Rath	- Pro-Chairman
15	Er. Pravakar Swain	- Retd. Chief Engineer <i>Pswain</i>
16	Er. B. C. Mohanty	- MD, Oriclean Pvt. Ltd. <i>Mohanty BC</i>
17	Mr. Ashutosh Jena	- 2 nd year Student, ENT <i>AJena</i>
18	Ms. Aditi Pradhan	- 2 nd year Student, CSE <i>Aditi P</i>
19	Prof. Shekharesh Barik	- Alumni Member <i>Barik</i>
20	Mr. R.P. Mohanty	- CEO, Tangi Plant <i>RPMohanty</i>
21	Prof. (Dr.) Sadananda Sahoo	- Former Professor, IIT, Kharagpur <i>Ssahoo</i>
22	Dr. Alok Ranjan Biswal	- Coordinator, IQAC <i>ABiswal</i>

Special Invitee:

1. S.J. Pramod Chandra Rath - Hon'ble Founder Chairman

DRM/IQAC/2021-22/01 (1)

WELCOME ADDRESS BY THE CHAIRMAN, IQAC

Prof. (Dr.) Rajendra Kumar Das, Principal and Chairman, IQAC chaired the meeting and welcomed all the members to the 2020-21/01 IQAC meeting. As the catastrophic Pandemic situation is not resolved completely and as it is quite difficult in arranging the meeting physically the meeting has been conducted in online format. The main agenda of this meeting was to build a road map for the academic calendar 2021 -20222.

DRM/IQAC/2021-22/01 (2)

PLAN OF ACTION FOR ONGOING/PROPOSED ACADEMIC ACTIVITIES :

Dr. J.Mehena, Dean Academic has discussed about how the whole academic activities are affected by the pandemic COVID 19. Considering the status of the present situation he has suggested to carry out academic activities both in online and off line platform as per the accessibility. All members appreciated the proposal and suggested to prepare a blueprint of the entire process.

DRM/IQAC/2021-22/01 (3)

PROPOSAL FOR ESTABLISHMENT OF DIFFERENT COMMITTEES:

Dr. Leena Pattanaik, Dean (SW) and all the HODs of respective department have given a proposal for the restructure of different committees to maintain a high level of integrity in the institution. All members have

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understood the importance of different committees for the betterment of students and institution as well. All members have extended their support for the implementation of this proposal.

DRM/IQAC/2021-22/01 (4)

MENTOR - MENTEE SYSTEM:

Dr. K.P Dash., First year chairperson has given a proposal to bring out Mentor- Mentee system to maintain a cordial and healthy relationship between students and teachers. She has explained why there must be a strong mentor-mentee system in the educational institution. The purpose of this activity is for the smooth function of different academic and non-academic activities

DRM/IQAC/2021-22/01 (5)

ORGANIZATION OF CONFERENCE , SEMINAR & TRAINING PROGRAMS

There is a detail discussion regarding to organize conference, seminars and faculty development programs in the institution. The members are unanimously agreed that faculty members should give more emphasis on the above mentioned points.

DRM/IQAC/2021-22/01 (6)


ALUMNI MEET:

Alumni are former students of a school, college, or university. They are the brand ambassadors of the institute. They are the motivational/ inspirational aspect for the existing students. So a proposal has been given by all HoDs to conduct Alumni Meet in every academic calendar.

DRM/IQAC/2021-22/01 (7)

CONDUCTION OF BOARD OF STUDIES (BOS) MEETINGS ONLINE

Dr. Alok Ranjan Biswal, IQAC Coordinator and Dr. J. Mehera, Dean (Academic) have proposed to conduct Board of Studies (BoS) meeting in online or off line format depending upon the feasibility in respective Department. The proposal is appreciated by all members present in the meeting. The entire member has suggested conducting it in a very transparent way.


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DRM/IQAC/2021-22/01 (8)

**ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR
VOTE OF THANKS**

The meeting was concluded with the permission of the Chair with a Vote of
Thanks by Dr. Sachikanta Dash, Dean (R&D)

Prepared By

Verified and Approved by

IQAC Coordinator
Co-ordinator
QA Cell
DRIEMS Autonomous
Tangi, Cuttack

IQAC Chairman
PRINCIPAL
DRIEMS AUTONOMOUS
Tangi, Cuttack-754022



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TANGI, CUTTACK

ACTION TAKEN REPORT



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DRM/IQAC/2021-22/01 ATR (1)

PLAN OF ACTION FOR ONGOING/PROPOSED ACADEMIC ACTIVITIES

The academic calendar had been prepared and all were suggested to carry out the process in that process only. All the faculty members have prepared lesson plans and hand written or printed notes on their subjects. All the faculty members and lab instructors are briefed to take corrective measures to avoid academic lapses.

DRM/IQAC/2021-22/01 ATR (2)

MENTOR - MENTEE SYSTEM

Regular proctorial class has been introduced. Attendance of the students along with feedbacks is provided to their parents / legal guardian through proctors. So that both academic and non-academic issues are resolved through this system.

DRM/IQAC/2021-22/01 ATR (3)


PROPOSAL FOR ESTABLISHMENT OF DIFFERENT COMMITTEES

Different committees are designed to address both academic and non-academic matters. These committees are Anti Ragging committee, Disciplinary committee, Grievance Redressal committee, admission committee, Examination Supervisor committee, First year Academic Advisory committee, Alumni committee, Environment committee, etc. These committees are responsible to bring/create hygienic environment in the college.

DRM/IQAC/2021-22/01 ATR (4)

ALUMNI MEET

- ALUMNI MEET -2021 was organized by ALUMNI ASSOCIATION on 21st August 2021. Alumni members were present virtually to discuss about the ALMA MATER.
- ALUMNI INTERACTION MEET was organized by ALUMNI ASSOCIATION on 24th September 2021.


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DRM/IQAC/2021-22/01 ATR (5)

ORGANIZATION OF CONFERENCE , SEMINAR & TRAINING PROGRAMS

Several seminar and faculty development program (FDP) have been conducted by the institution. The details of the different seminar and FDP:

1. AICTE -ISTE sponsored online one week FDP on "Recent Trend in Cloud Computing (Phase -III) 6th September to 12th September 2021 organized by Dept. Of CSE, DRIEMS (Autonomous) and IQAC.
2. In house faculty seminars are going on every Saturday Coordinated by Dr. P. C. Pradhan, HoD, EEE

DRM/IQAC/2021-22/01 ATR (6)

CONDUCTION OF BOARD OF STUDIES (BOS) MEETINGS ONLINE

The Board of Studies meeting was conducted in all the concerned departments through online format.

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IQAC Chairman
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