
Supporting Documents for Quantitative Metric 6.5.2

6.5.2. Quality assurance initiatives of the institution include

All the supporting documents are available on the institute website under the given URL link

<https://nmiet.ac.in/docs/criterial6.5.2.pdf>



Education for a World Stage



**Submitted to NAAC
BY
NM Institute of Engineering and
Technology, Bhubaneswar**



NM INSTITUTE OF ENGINEERING & TECHNOLOGY SIJUA, PATRAPADA, BHUBANESWAR

6.5.2. Quality assurance initiatives of the institution include
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6.5.2

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Internal Quality Assurance Cell (IQAC)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

About IQAC Cell:

As per the National Assessment and Accreditations Council (NAAC) of University Grants Commission (UGC) every higher education institution should have an Internal Quality Assurance Cell. The mandate of the IQAC is to take steps for internalization and institutionalization of quality enhancement initiatives in the institution. Its success depends upon the sense of belongingness and participation of all the constituents of the institution. It will be a facilitative and participative voluntary system / unit /component of the institution. It should have potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove internal deficiencies so as to enhance the academic, administrative as well as the financial quality of the institution.

Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions.

NMIET was established in 2004 as a center for world-class education in India.

The IQAC at NMIET, BBSR features a method for teaching and learning that has been well worked out. According to BPUT, IQAC is responsible for preparing the Academic schedule at the beginning of each semester. The IQAC investigates not only the attendance of students but also their behaviour and their participation in the classroom. Additionally, the IQAC investigates how effectively teachers are utilising today's technologically advanced teaching and learning facilities. The IQAC is also responsible for administering unexpected assessments alongside timed, internal examinations that are strictly monitored.

Additionally, students have the opportunity to enrol in NPTEL courses, as well as participate in study trips and industrial visits. Students and other stakeholders in the teaching-learning process provide regular input through a detailed feedback system, meeting with class representatives, proctoring activities, suggestion boxes, and so on. The same input is analysed, and actions are performed, in order to improve the level of satisfaction felt by students. At the end of the semester, the student's progress toward reaching the course outcome, the program outcome, and their own program -specific outcomes are tracked, and appropriate action is taken based on the information. Faculty empowerment Faculty members are strongly encouraged to participate in a variety of activities, including recommending e-journals, virtual laboratories, and publications, as well as taking NPTEL courses themselves. Learning outcomes ,examples of learning outcomes include a regular improvement in university results, an increase in student's success in placement drives, an increase in GATE qualifiers, tie-ups with various industries, an increase in student's enrolment relative to enrolment at other colleges, and the retention of experienced faculty members. Academic , Administrative and financial tasks are



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Internal Quality Assurance Cell (IQAC)

attained in a systematic manner. All women employees will be encouraged to take up next level higher education or skilling opportunities in the campus across all domains of education, with appropriate working environment support.

To improve further and to sustain the quality of teaching and learning process a vibrant, dynamic, effective and independent NMIET Internal Quality Assurance Cell (NMIET IQAC) has been formed in the University.

MISSION:

To assess and upgrade the quality of academic, administration and ambience for ensuring high quality of teaching, learning and research in the institution.

VISION:

- Periodic evaluation of curricular, co-curricular, research, administrative activities and goals for further augmentation.
- To identify the challenges and formulate proper remedial measures with internal and external expertise.

OBJECTIVES:

The objective of IQAC is to ensure quality standards in teaching, learning and evaluation patterns and related activities. IQAC administers various new academics activities to supplement the existing practices. Further, it encourages activities in the co-curricular and extra-curricular spheres.

FUNCTIONS & RESPONSIBILITIES:

- It takes the responsibility of generating and promoting awareness in the institution regarding multi-level quality sustenance activities and implementing quality ways for attaining excellence.
- Development and implementation of quality benchmark/parameters for various academic and administrative activities of the institution.
- Creating of a learner-centric environment conducive to quality education and to adopt the participatory teaching and learning process.
- Inviting suggestions and recommendations from students, parents and stakeholders on quality emphasizing institutional policies and processes.



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Internal Quality Assurance Cell (IQAC)

- Documentation of programmes/activities leading to quality improvement.
- Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

STRATEGIES:

IQAC shall evolve mechanisms and procedures for

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programmes.
- Equitable access to and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.

BENEFITS:

IQAC will facilitate/contribute:

- Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement.
- Ensure internalization of the quality culture.
- Provide a sound basis for decision making to improve institutional functioning.
- Build an organized methodology of documentation and internal communication.

Some of the Functions expected of the IQAC are:

- Development and application of quality benchmark.
- Parameters for various Academic and Administrative activities of the Institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.



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Internal Quality Assurance Cell (IQAC)

- Collection and analysis of feedback from all stakeholders on quality related institutional process.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotions of quality circles.
- Development and maintenance of institutional database through MIS for the purpose of maintaining and enhancing the institutional quality.
- Preparation and submission as per guidelines and parameters of NAAC.
- Periodical conduct of Academic and Administrative Audit and its follow up.

Meeting:

- Normally there shall be 3-4 meetings to be conducted in each academic year. Provided, if the authorities think fit additional meeting may be called for to finalise different quality issues of the universities.
- The Chairperson of IQAC will preside over. In his absence, the other members will nominate one among them to preside over the meeting.
- The Coordinator of IQAC will prepare the agenda for each meeting and cause it to be sent to all the members at least fifteen days before the date of meeting.
- The decisions in IQAC shall be made as far as possible by consensus and if required by majority.
- The coordinator shall prepare the minutes of each meeting and shall submit them to
- the university administration for approval and implementation.

Quorum:

Attendance of minimum 2/3rd members including special invited members but excluding the member coordinator shall constitute the quorum of the meeting.

Outcomes of activities of IQAC:

- Accreditation: NAAC
- National Ranking Framework
- AICTE Approval for professional courses.
- Feedback from stakeholders
- Promoting Technology Enhanced Learning
- Annual Quality Assurance report



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Internal Quality Assurance Cell (IQAC)

Ref No: NMIET/IQAC/2017

Date 10/11/2017

To,

Prof. Dr. Binod Kumar Pattanayak

S'O' A University, ITER

Bhubaneswar

Sub: Invitation Letter to conduct a "TWO DAYS WORKSHOP ON NAAC AWARENESS"

Respected Sir/ Madam,

It gives me immense pleasure to invite you as a Guest Speaker to address a "TWO DAYS WORKSHOP ON NAAC AWARENESS" organized by the IQAC cell of NM Institute. Your valuable guidance and insights would enable our faculties to gain knowledge from your expertise and long experience. The date for the workshop conducted by you will be on Date :16th & 17th November 2017 and the Session will begin at 10.00 AM.

Kindly communicate your acceptance at the earliest. This will enable us to prepare for a successful programme.

Please find the attachment for a detailed schedule.

Waiting to hear soon from you.

Thanking You,

Yours Sincerely

Coordinator IQAC

Principal
Principal
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Internal Quality Assurance Cell (IQAC)

NOTICE

Ref No: NMIET/IQAC/2017

Dt:14/11/2017

Sub: "TWO DAYS WORKSHOP ON NAAC AWARENESS"

A "TWO DAYS WORKSHOP ON NAAC AWARENESS" is to be organized by the IQAC cell of NMIET on date 16th & 17th November 2017. Eminent NAAC expert from Bhubaneswar has given his consent to be the chief resource person.

So, all faculty members of the institution are requested to make themselves available for the above program positively.

Program Schedule:

Date of Workshop: 16th & 17th November 2017

Venue: Board Room

Time 1.00am

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1. All Deans/HODS/Establishment Section
2. Office of IQAC
3. Administrative officer

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Internal Quality Assurance Cell (IQAC)

TWO DAYS WORKSHOP ON NAAC AWARENESS

AGENDA

Date :16th November 2017

10.30am-Inagural Function

11am: Session I talk by Prof. Dr. Niranjan Mishra, Principal, NMIET

12.30 pm- Lunch Break

1.30 pm- Session II talk by Prof. Dr. Binod Kumar Pattanayak, ITER

3.00 pm -Tea Break

Date: 17th November 2017

10.30 am- Session I talk by Prof. Dr. Binod Kumar Pattanayak

12.30 pm-Lunch Break

1.30 pm- Session II talk by Prof. Pravat Routray, Coordinator, IQAC

3.00 pm- Tea Break

4.00 pm- Valedictory session

Coordinator IQAC

Chairperson IQAC

Principal

Principal
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Internal Quality Assurance Cell (IQAC)

REPORT ON

TWO-DAY WORKSHOP ON NAAC AWARENESS

ORGANIZED BY INTERNAL QUALITY ASSURANCE CELL (IQAC)

Venue: Board Room

Date: 16th & 17th November, 2017

Innovation and Reform for enhancing quality of education has become the focus of the present educational system. That is possibly the reason why (National Assessment and Accreditation Council) NAAC, the committee for evaluation, assessment and accreditation of higher educational institutions, from time to time, has set forth certain benchmark to maintain the quality of higher education. Keeping in mind the changing needs of higher education and to develop and transform the educational setup in NM Institution, the IQAC organized a one-day NAAC awareness workshop with the prime objective of providing necessary information and technical support to make preparation in line with the NAAC guidelines before inviting NAAC to our institutions.

The workshop started with an inaugural session with the lightening of lamps. Immediately after the inaugural session, Prof. N. Mishra, Principal, NM Institute addressed the participants "NAAC Accreditation process in two technical Session. To begin with he presented process of assessment before the participants and laid emphasis on the importance of NAAC accreditation for all colleges and universities. He spoke about the changing dynamics of NAAC accreditation process since its inception in 1994. He explained the difference between NAAC and NBA (National Board of Accreditation), as NAAC assess and accredited institutions while NBA only assess and accredits programs. While emphasizing on the importance of NAAC accreditation, he at length dwelled upon various reforms undertaken by NAAC along with in higher educational institutions of India. In his remark, he had explained Indian Education System and was of the opinion that by 2022, all the colleges of the country should get accredited and cautioned with a note that colleges not having NAAC accreditation would lose the right to admission of students after 2022.

Prof. Dr. Binod Kumar Pattanayak advised to lay emphasis on the human infrastructure in NM Institute rather than on buildings and other artificial and physical infrastructure. After giving an introduction about the importance of NAAC, He enlightened about the differences between the new and the old process of accreditation and spoke about benchmarking, which was not a part of the old system.



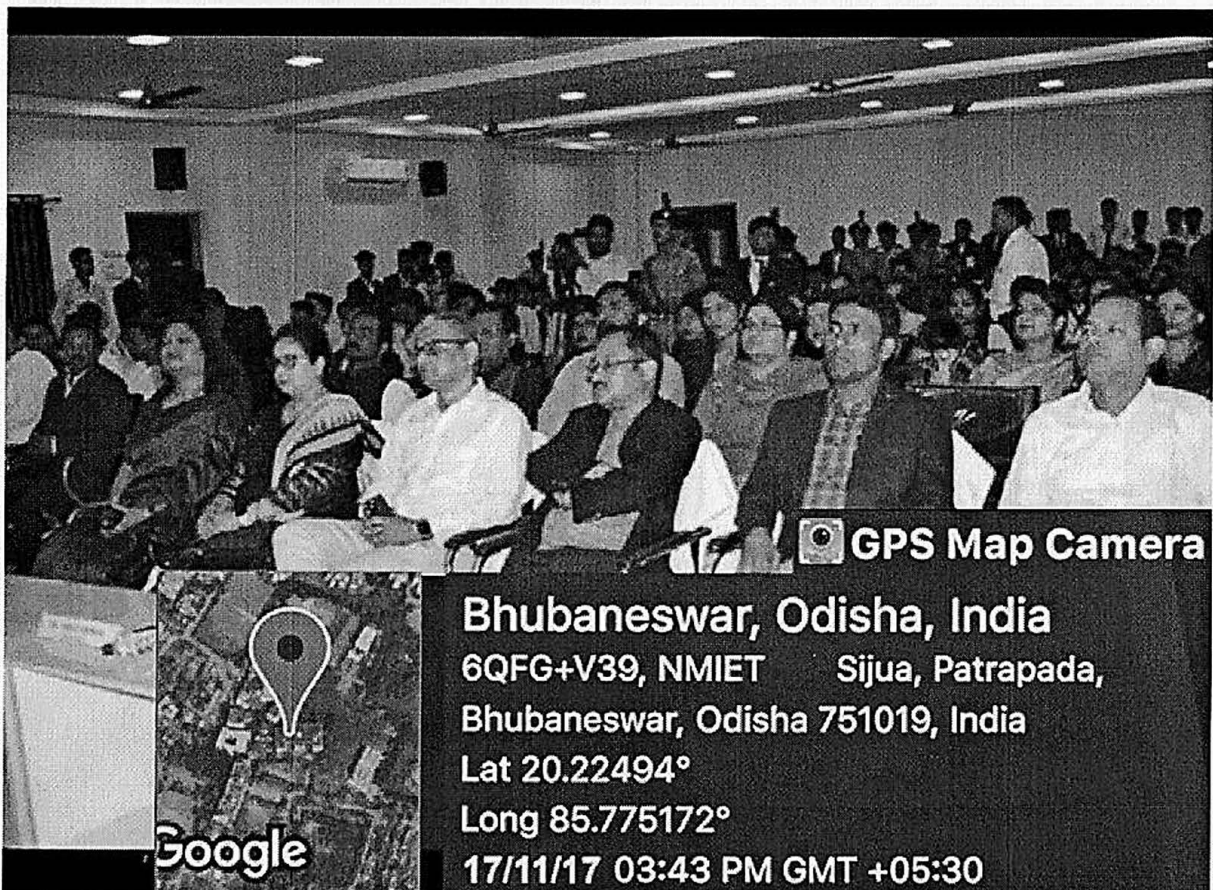
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For institutional Information for quality Assessment (IIQA), he stressed on the importance of All India Survey for Higher Education (AISHE) certificate, especially for colleges. He explained in details the NAAC A and A+ process and emphasized on IIQA application and SSR preparation. He also explained the technicalities of uploading the SSR and preparation of IIQA report for submission and better ranking.



The third technical session was addressed by Prof. Dr. Niranjan Mishra, Principal NM Institute in his address he laid emphasis on criteria II of the NAAC assessment and apprised the participants of the critically of the criteria for better grading. After his brief deliberation, he interacted with the participants and discussed various issues of concern related to NAAC accreditation.



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There was also an interactive/ experience sharing session during which participants raised their queries relating to NAAC accreditation process, which to a huge extent were answer by Prof. Dr. Binod Kumar Pattanayak.

In the end a vote of thanks was delivered by Prof. Dr. Arun Kumar Rath, HOD of Electrical & engineering.

Copy to

1. All Deans/HODS/Establishment Section
2. Office of IQAC
3. Administrative officer

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Internal Quality Assurance Cell (IQAC)

Ref No NMIET/IQAC/2018

Date 7/1/2018

To,

Prof. Dr. Mihir Mohanty

S'O'A University, ITER

Bhubaneswar

Sub: Invitation letter to conduct "NATIONAL WORKSHOP ON EXAMINATION REFORMS IN HIGHER EDUCATION"

Respected Sir,

It gives me immense pleasure to invite you as a Guest speaker to address "NATIONAL WORKSHOP ON EXAMINATION REFORMS IN HIGHER EDUCATION" organized by the IQAC cell of NM Institute. Your valuable guidance and insights would enable our faculties to gain knowledge from your expertise and long experience.

The date for the workshop conducted by you will be from date: 15-1-2018 to 17-1-2018 and the session will begin at 10.00 AM.

Kindly communicate your acceptance at the earliest. This will enable us to prepare for a successful program.

Please find the attachment for a detailed schedule.

Anticipating a favourable reply, from your end.

Thanking You

Yours Sincerely

Coordinator IQAC

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Internal Quality Assurance Cell (IQAC)

NATIONAL WORKSHOP ON EXAMINATION REFORMS IN HIGHER EDUCATION

AGENDA

Dt:15/01/2018

10.30 am- Inaugural Function

11 am- Session I talk by Dr. Niranjan Mishra, Principal, NMIET

12.30 pm-Lunch Break

1.30 pm- Session II talk by Prof. Dr. Mihir Mohanty, ITER

3.00 pm- Tea Break

Dt:16/01/2018

10.30 am- Session I talk by Prof. Dr. Mihir Mohanty, ITER

12.30 pm-Lunch Break

1.30 pm- Session II talk by Prof. Pravat Routray, Coordinator, IQAC

3.00 pm- Tea Break

Dt:17/01/2018

10.30 am- Session I talk by Prof. Dr. Niranjan Mishra, Principal, NMIET

12.30 pm-Lunch Break

1.30 pm- Session II talk by Prof. Pravat Routray, Coordinator, IQAC

3.00 pm- Tea Break

3.30 pm- Valedictory Session

Coordinator IQAC

Chairperson IQAC

Principal

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Internal Quality Assurance Cell (IQAC)

NOTICE

Ref.No: NMIET/IQAC/2018

Dt:12/1/2018

Sub: "NATIONAL WORKSHOP ON EXAMINATION REFORMS IN HIGHER EDUCATION"

A "NATIONAL WORKSHOP ON EXAMINATION REFORMS IN HIGHER EDUCATION" is to be organized by the IQAC cell of NM Institute, from Date 15-01-2018 to 17-01-2018.

So, All faculty members of the institution are requested to make themselves available for the above program positively.

Program Schedule:

Date of workshop: 15-01-2018 to 17-01-2018

Venue: Board Room

Time: 10.00 a.m.

Copy to

1. All Deans/HODS/Establishment Section
2. Office of IQAC
3. Administrative officer

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Internal Quality Assurance Cell (IQAC)

REPORT ON

**NATIONAL WORKSHOP ON EXAMINATION REFORMS IN HIGHER EDUCATION
ORGANIZED BY INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Venue: Board Room

Date: 15th -17th January, 2018

A Three days National Workshop on “Examination Reforms in Higher Education” was organized by the IQAC Cell of NM Institution on 15th – 17th January, 2018. The workshop was attended by academicians, and faculties of the college.

Inaugural Session

The Inaugural Session was held on 15th January, 2018 which was attended by the chairperson, the principal of the institute.

Prof. Dr. Niranjan Mishra express the need to overcome traditional examination practices and necessity for innovation. He stated that the present examination system forces students to indulge in mugging up instead of learning, and also highlighted the drawbacks of the present examination system. He put forward the practical difficulties faced by the BPUT universities to conduct examinations of large numbers of affiliated colleges with limited sources.

Technical Session – I

Workshops first technical session was addressed by Prof. Dr. Mihir Mohanty on the topic Credit Based Evaluation System and Credit Transfer.

He explained in details about Credit Based Choice System (CBCS). He appraised that CBCS was meant to replace the papers-based system but in reality it is just a change in nomenclature and hence there are no significant changes. According to him CBCS aim to have a clear vision of what one has to learn. The area of learning should not be bound by number of subjects opted for CBCS oppose the system of standard to complete a particular course.



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Technical Session-II

This Session was addressed by Prof. Pravat Routray on the topic “Ensuring quality of question papers”. He started the session with methodological dimensions of paper setting. He stated that question paper is the backbone in examination reforms. As per his experience universities and higher education institution do not set the papers for knowledge and that is why reforms are essential. He questioned that why to conduct examination and what are the outcomes? He shared his view that there should be continuous assessment of student’s knowledge and skill rather than conventional examinations. He focused on the three aspects of examination- Validity, reliability and Objectivity.

The Last day of the workshop was marked by presentations by each group on the topic allotted to them. The group gave detailed presentations which were followed by extensive discussion. The second half of the day was devoted to valedictory Session where the resource persons were greeted by the Chairperson of NM Institution. He appreciated the efforts of organisers and the participants. Certificates were distributed to the participants and the participants shares their experience about the three days workshop.

Vote of thanks was proposed by Prof. Rashmi Ranjan Rath, HOD Department of ECE.

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2. Office of IQAC
3. Administrative officer

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Internal Quality Assurance Cell (IQAC)

Ref No NMIET/IQAC/2019

Date 8/12/2019

To,

Prof. Dr. Sukant Bisoi

C.V.R.C.E, Bhubaneswar

Sub: Invitation letter to conduct a STATE LEVEL SEMINAR ON DOCUMENTATION & E-REPORT PREPARATION FOR NAAC METHODOLOGY.

Respected Sir,

It gives me immense pleasure to invite you as a Guest Speaker to address a "STATE LEVEL SEMINAR ON NAAC AWARENESS PROGRAMME (NAP)" on 13th December 2019 organized by the IQAC cell of NM Institution. Your valuable guidance and insights would enable our faculties to gain knowledge from your expertise and long experience.

The date for the workshop conducted by you will be from Date: 13th December 2019 and the session will begin at 10.00 AM.

Kindly communicate your acceptance at the earliest. This will enable us to prepare for a successful programme.

Please find the attachment for a detailed schedule.

Anticipating a favourable reply, from your end.

Thanking You

Yours Sincerely

Coordinator IQAC

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Internal Quality Assurance Cell (IQAC)

NOTICE

Ref No: NMIET/IQAC/2019

Dt:11/12/2019

Sub: "STATE LEVEL SEMINAR ON DOCUMENTATION & E-REPORT PREPARATION FOR NAAC METHODOLOGY"

STATE LEVEL SEMINAR ON DOCUMENTATION & E-REPORT PREPARATION FOR NAAC METHODOLOGY is to be organized by the IQAC cell on 13th December 2019, NMIET, Prof. Dr. Sukant Bisoi will address the seminar.

So, all the faculty members of the institution are requested to make them available for the above program positively.

Program Schedule:

Date of workshop:13-12-2019

Venue-Board Room

Time-10.00 AM

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2. Office of IQAC
3. Administrative officer

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Internal Quality Assurance Cell (IQAC)

STATE LEVEL SEMINAR ON DOCUMENTATION & E-REPORT PREPARATION FOR
NAAC METHODOLOGY

AGENDA

Date:13-12-2019

10.30 AM-Inaugural Function

11 AM- Session I Talk by Prof. Dr. Sukant Bisoi

12.30 PM-Lunch Break

1.30 PM-Session II Talk by Prof. Pravat Routray

3.00 PM-Tea Break

3.30 PM- Valedictory Session

Coordinator IQAC

Chairperson IQAC

Principal

Principal
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Internal Quality Assurance Cell (IQAC)

REPORT ON

STATE LEVEL SEMINAR ON DOCUMENTATION & E-REPORT PREPARATION FOR
NAAC METHODOLOGY

On

13th December, 2019

ORGANIZED BY INTERNAL QUALITY ASSURANCE CELL (IQAC)

About the seminar:

The aim of the seminar is to make understand the participants about NAAC with the help of eminent speakers and advisors of NAAC. It also helps in understanding all parameters of quality assurance of NAAC.

Objective of the Seminar:

- To understand the basics of documentation for NAAC.
- Criteria wise Data Validation and Verification of documents.
- Analysis of feedback of Students Satisfaction Survey.
- Innovations in teaching and learning process.
- To understand the effective conduction of management information systems in affiliated college.
- Brainstorming the issues among all the participants and some decisions to be expected.
- Healthy discussion on Human Values and professional ethics into the curriculum.
- Discussion on Start-up and Incubation centre and green practices.

Discussion Themes:

- To understand the key indicators of all the criteria and queries.
- Creating an EXCEL file for all the key indicators.
- Information from Departments. Human values and professional ethics into the curriculum.
- Expectation from the best practices of the institutions.
- The files to be maintained by each department.
- Feedback forms including Students Satisfaction Survey.



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Internal Quality Assurance Cell (IQAC)

The seminar started with welcome address by Prof. Dr. Niranjan Mishra, Principal of NMIET. Prof. Dr. Sukant Bisoi enlightened participants on the NAAC framework. It represents an explicit paradigm shift making it transparent, scalable and robust.

The three level accreditation process will be ICT enabled with Student Satisfaction Survey and data Verification and validation adding value to the process.

The First level would be submission of Institutional Information for Quality Assessment (IIQA) which is more or less similar to the Letter of Intent (LOI) of the earlier process.

On acceptance of the IIQA, institution can submit their data/ information online in the formats provided as Manual for Self Study Report (SSR).


Second Level, data/ information submitted in the SSR will be subjected to an online assessment mechanism/process with Data Validation and Verification (DVV) process after an online evaluation generating a pre-qualifier score institutions securing 30% on the quantitative metrics will qualify for onsite peer review assessment. The onsite assessment will be a peer review by visiting teams nominated by NAAC and will focus on the assessment of the information provided on the qualitative metrics.

The entire criterion like Criterion I- Curricular Aspects, Criterion II- Teaching, Learning and Evaluation, Criterion III- Research, Innovations and Extension, Criterion IV- Infrastructure and Learning resources, Criterion V- Student Support and Progression, Criterion VI- Governance, Leadership and Management, Criterion VII- Institutional Values and Best practices were explained by Prof. Dr. Sukant Bisoi in very detailed presentation.

The programme ended with a vote of thanks.

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Internal Quality Assurance Cell (IQAC)

Ref No NMIET/IQAC/2021

Date 15/06/2021

To,

Prof. Dr. Mihir Mohanty

S'O'A University, ITER

Sub: Invitation Letter to Conduct a "TWO DAYS WORKSHOP ON USE OF ICT TOOLS FOR EFFECTIVE TEACHING"

Respected Sir,

It gives me immense pleasure to invite you as a Guest Speaker to address a "TWO DAYS WORKSHOP ON USE OF ICT TOOLS FOR EFFECTIVE TEACHING" organized by the IQAC cell of NM Institute. Your valuable guidance and insights would enable our faculties to gain knowledge from your experience.

The date for the workshop conducted by you will be from Date: 21-06-2021 to 22-06-2021 and the session will begin at 10.00 am.

Kindly communicate your acceptance at the earliest. This will enable us to prepare a successful programme.

Please find the attachment for a detail schedule.

Anticipating a favourable reply, from your end.

Thanking You

Yours Sincerely

Coordinator IQAC

Principal

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Internal Quality Assurance Cell (IQAC)

NOTICE

Ref No: NMIET/IQAC/2021

Dt:19/06/2021

Sub: "TWO DAYS WORKSHOP ON USE OF ICT TOOLS FOR EFFECTIVE TEACHING"

A "TWO DAYS WORKSHOP ON USE OF ICT TOOLS FOR EFFECTIVE TEACHING" is to be organized by the IQAC cell of NM Institute, from Date 21-06-2021 to 22-06-2021. Prof. Dr. Mihir Mohanty has given his consent be the main resource person.

So, all faculty members of the institution are requested to make themselves available for the above programme positively.

Programme Schedule:


Date of Workshop: 21-06-2021 and 22-06-2021

Venue: Board Room

Time:10.00 am

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TWO DAYS WORKSHOP ON USE OF ICT TOOLS FOR EFFECTIVE TEACHING

AGENDA

Dt:21/06/2021

- 10.30 am- Inaugural Function
- 11.00 am- Session I talk by Prof. Dr. Niranjana Mishra
- 12.30 pm- Lunch Break
- 1.30 pm- Session II talk by Prof. Dr. Mihir Mohanty
- 3.00 pm- Tea Break

Dt:22/06/2021

- 10.30 am- Session I talk by Prof. Dr. Niranjana Mishra
- 12.30 pm- Lunch Break
- 1.30 pm- Session II talk by Prof. Dr. Mihir Mohanty
- 3.00 pm- Tea Break
- 3.30 pm- Valedictory Session

Coordinator IQAC

Chairperson IQAC

Principal
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Internal Quality Assurance Cell (IQAC)

REPORT ON

Two days Workshop on “Use of ICT tools for Effective Teaching”

ORGANIZED BY INTERNAL QUALITY ASSURANCE CELL (IQAC)

A Two days Online Workshop on Use of ICT tools for effective teaching was organized by IQAC cell at the Seminar Hall of NM Institute, on 21 and 22 June, 2021. A total number of 30 teachers of NM got trained in this workshop with the structured schedule of ICT enabled pedagogy. As most of the topic were new to the participants, they got excited to learn the new techniques of online teaching.

The main objective of the workshop was to introduce the teachers with hand held basic ICT tool, so that without any hassle they will be able to provide online teaching to their students even with limited infrastructure. The workshop was conducted using live online platform and all the technical sessions were carried out as non-live-pre-recorded video sessions. At the end of technical session all the issues, technical problems, doubts and questions related to demonstrated, video lectures were addressed in a live interactive session with all the participants.

The Inaugural session was graced by the Principal of NM Institute among others. He welcomed all present in the session and requested the participants to take the best out of the workshop. He also discussed the challenges of teachers during the shift from traditional to online classroom and the role of new information and communication technology.

The first technical session started with the online learning management system Google classroom, recorded videos were shared on setting up and managing Google classroom, online evaluation through Google forms and building a quiz and assignment, rubrics inside the Google classroom.



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The next session “E-content creation in four quadrant approach” was shared with the participants who were familiarised with the four quadrant approach model of UGC for creation and dissemination of e- contents so that like offline teaching and evaluation the student can take the complete advantage of online teaching and evaluation process.

The Third session was Screen Casting video for e-content creation. It was about the method of screen casting different educational content for students. Here different screen casting software was shortly described .

In the fourth session two video lectures are shared on the topic “Interactive Online Presentation” and here the participants were introduced with various online and interactive presentation tools. Using these tools the e-contents or any online class can be made interesting



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and attractive for the students. Students can take active participation in online classes in real time if these tools can be incorporated inside the online presentation prepared by the teacher.

The fifth video lecture was also very important as it discussed the topic: Cloud based storage and sharing, and You-Tube live streaming. Two pre-recorded videos are shared and teachers provide the feedback that during the online teaching period they always feel that storing their online contents in a safe and paper free space is needed.

In the following session the participant teachers took part in live interactions with the resource persons to discuss matters regarding their problems, difficulties while practicing the demonstrated softwares and tools in the pre-recorded videos. It is a very challenging job for the teachers to grab the attention of the students in online teaching so that it can always be a two way process and effective.

The workshop came to an end with constructive feedback from the participants and positive remarks about the workshop technical session which were very helpful for the new users and learners of ICT tools for their enhancement of the teaching strategies during the online teaching learning environment.

The Valedictory session was attended by the Coordinator of IQAC, he welcomed each faculty to take forward the technology enabled learning opportunity to smoothly continue their teaching profession during this pandemic situation.

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Internal Quality Assurance Cell (IQAC)

Ref No NMIET/IQAC/2022

Date 22/03/2022

To,

Prof. Dr. Debahuti Mishra

S'O'A University, Bhubaneswar

Sub: Invitation letter to conduct a ONE DAY WORKSHOP ON NATIONAL EDUCATION POLICY & ACCREDITATION OF HIGHER EDUCATION INSTITUTIONS: THE WAY AHEAD

Respected Maam,

It gives me immense pleasure to invite you as a Guest speaker to address a ONE DAY WORKSHOP ON NATIONAL EDUCATION POLICY & ACCREDITATION OF HIGHER EDUCATION INSTITUTIONS: THE WAY AHEAD on 31st March, 2022 organized by the IQAC cell of NM Institute. Your valuable guidance and insights would enable our faculties to gain knowledge from your expertise and long experience.

The date for the workshop conducted by you will be on Date:31st March, 2022 and the session will begin at 10.00 am.

Kindly communicate your acceptance at the earliest. This will enable us to prepare for a successful programme.

Please find the attachment to a detailed schedule.

Anticipating a favourable reply, from your end.

Thanking You

Yours Sincerely

Coordinator IQAC

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Internal Quality Assurance Cell (IQAC)

NOTICE

Ref No: NMIET/IQAC/2022

Dt:22/03/2022

Sub: "ONE DAY WORKSHOP ON NATIONAL EDUCATION POLICY & ACCREDITATION OF HIGHER EDUCATION INSTITUTIONS: THE WAY AHEAD"

A "ONE DAY WORKSHOP ON NATIONAL EDUCATION POLICY & ACCREDITATION OF HIGHER EDUCATION INSTITUTIONS": THE WAY AHEAD, is to be organized by the IQAC cell on 31st March 2022, at NMIET, Prof. Dr.Debahuti Mishra will address the seminar.

So, all the faculty members of the institution are requested to make themselves available for the above programme positively.

Programme Schedule:

Date of workshop:31/03/2022

Venue: Seminar hall

Time: 10.00 am

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Internal Quality Assurance Cell (IQAC)

ONE DAY WORKSHOP ON NATIONAL EDUCATION POLICY & ACCREDITATION OF
HIGHER EDUCATION INSTITUTIONS: THE WAY AHEAD

AGENDA

Date:31-03-2022

9.15 AM to 10.15AM: Registration

10.15 AM to 10.30AM: Inauguration

10.30 AM to 10.45AM: Introductory Speech

10.45AM to 11.00AM: Tea Break

11.00 AM to 1.00PM: Lecture I

1.00 PM to 2.00 PM: Lunch Break

2.00 PM to 4.00 PM: Lecture II

4.00 PM to 4.30 PM: Valedictory Session

Coordinator IQAC

Chairperson IQAC

Principal

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REPORT ON

Workshop organized by IQAC, NMIET, BHUBANESWAR on NATIONAL EDUCATION POLICY & ACCREDITATION OF HIGHER EDUCATION INSTITUTIONS: THE WAY AHEAD

NMIET organized a national workshop on “NATIONAL EDUCATION POLICY & ACCREDITATION OF HIGHER EDUCATION INSTITUTIONS: THE WAY AHEAD”, on 31st March 2022. All the faculties and staff participated in the workshop held at Seminar hall.

The workshop was formally inaugurated with the welcome remark by Prof. Pravat Routray after the traditional ceremony of lighting up of lamp at the statue of Lord Jaganath.

A Ganesh bandana performed by NMIET students. Principal welcomed the guests and delegates and thanked from the gracing the occasion. He noted that the workshop is more pertinent as colleges institutes have a lot of queries in relation the assessment HEIs (Higher Educational Institution). This also becomes important as NEP (National Education Policy). He concluded his welcome remarks saying that the NEP endeavours to ensure accessibility, accountability and accreditation of the educational institutions across the country.

Prof. Dr. Debahuti Mishra congratulated NMIET for organizing this national workshop for the benefit of colleges and universities. She also said that the vision and mission of the institute or college is to be realized through various innovative programmes and actions carried forward by the concerned institute. Learning outcomes and programme outcomes are to be calibrated regularly by the stakeholders responsible for the institute administration. She also laid emphasis on improving the overall quality of educational scenario keeping the spirit of NEP. She also said, the role of NAAC in terms of assessment and accreditation of the educational institutions is going to be more crucial in the days to come.

She also noted that the NAAC will have to little more flexible in relation to certain metrics that have been provided for in the guidelines of NAAC for the assessment of the institutes such as hostel facilities and faculty recruitment as they are at times out of these institutes capacity.

Prof. Dr. Niranjan Mishra, in his Valedictory address said that NEP, 2020 has many path breaking provisions to bring in real time change that we need the most in our institutes of higher learning at present. But he further noted that, the provisions are just guiding principles and not remedy for many issues that are plaguing our educational scenario. To get ourselves out of them he said, we need genuine autonomy to the institutes not the one that remains for the name's sake. HEIS must not be afraid of going ahead with their quality assessment because



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such as process only will give them the chance to improve themselves constantly. Quality based education should become the norm in HEIs so that they can produce students and learners that are equipped enough to face the challenges.

He also noted that accreditation is the new norm of educational system and nobody can escape from it. Objectives such as multi-disciplinary, innovativeness, and formalization of the courses and activities that were so far considered as extra-curricular will prove important to enhance knowledge, attitude and behaviour of our students. In this backdrop, he said, the responsibility of HEIs in terms of their accreditation has gone up but it will also offer the opportunity to improve constantly.

Prof. Dr. Santosh Kumar Sahoo, HOD, ME offered formal vote of thanks to the Guests and participants and the workshop was concluded.

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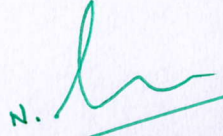
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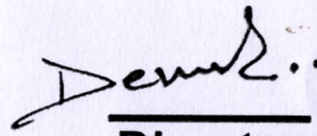
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Initial Registration Date	: 19/05/2023		
Date of Expiry	: 18/05/2026		
1st Surve. Due	: 19/04/2024	2nd Surve. Due	: 19/04/2025




Director

Magnitude Management Services Pvt. Ltd.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2021-2022

NMIET/IQAC/2021-2022-Meeting 1

31st May, 2021

CIRCULAR

All IQAC members are requested to attend the quarterly meeting to be held on 7th June, 2021.

Venue: Boardroom


Time: 10:00 AM

Agenda:

1. Approval of minutes of meeting held on 29th March 2021.
2. Academic calendar for the academic year 2021-2022.
3. Implementation of PG 21 regulations.
4. Conductions of examinations through Remote Proctor Online Test (RPOT).
5. Organization of webinars, FDPs and seminars on latest trends in engineering and management.
6. Registration for online courses in courser and swayam etc. to enhance their knowledge.
7. Recruitment of new faculty in order to maintain faculty-student ratio for academic year 2021-2022.
8. Implementation of Career Advancement Scheme (CAS) for the faculty promotions to have better cadre ratio from academic year 2021-2022.

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Minutes of Meeting held on 7th June, 2021

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Debasish Sahoo Mr. Saiprasad Panda
6	Alumni	Mr. Alok Tripathy
7	Industry	Er. Laxmi Narayan Reddy, Regional Manager, TATA Steel
8	Parent	Mr. Subhash Parida
9	Coordinator, IQAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 29th March 2021.
 - Academic calendar for the academic year 2021-2022.
 - Implementation of PG 21 regulations.
 - Conductions of examinations on Remote Proctor Online Test (RPOT).
 - Organization of webinars, FDPs and seminars on latest trends in engineering and management.
 - Registration for online courses in courser and swayam etc. to enhance their knowledge.
 - Implementation of Career Advancement Scheme (CAS) for the faculty promotions to have better cadre ratio from academic year 2021-2022.



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- Recruitment of new faculty in order to maintain faculty-student ratio for academic year 2021-2022.

Discussion topic in IQAC meeting	Action Taken Report
Review of last Meeting Minutes	The minutes of the last meeting was approved by the members.
Academic calendar for the academic year 2021-2022.	Dean of Academic has put forward the tentative academic calendar for the year 2021-2022 for UG and PG programmes.
Implementation of PG 21 regulations	Dean of Academics discussed with the members on implementation of new regulations, for PG 21 PG programmers and presented rules and regulations.
Conductions of examinations on Remote Proctor Online Test (RPOT).	Chairperson suggested all HODs to prepare a schedule for online classes. Further action plan was prepared for procurement of software.
Organization of webinars, FDPs and seminars on latest trends in engineering and management.	Chairperson suggested to all HODs to organize webinars, FDPs, and seminars on latest trends in engineering and management.
Registration for online courses in courser and swayam etc. to enhance their knowledge.	IQAC Coordinator suggested all HODs to encourage faculty members to take and complete online courses in Udemy, Coursera or Swayam etc. to enhance their knowledge.
Implementation of Career Advancement Scheme (CAS) for the faculty promotions to have better cadre ratio from academic year 2021-2022.	Chairperson discussed on Career Advancement Scheme (CAS), the faculty shall be periodically apprised of their performance to facilitate promotions under Career Advancement Scheme.



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2021-2022

NMIET/IQAC/2021-2022-Meeting 2

30th August, 2021

CIRCULAR

All IQAC members are requested to attend the quarterly meeting to be held on 6th September, 2021

Venue : Boardroom

Time : 10:00 AM

Agenda:

1. Approval of minutes of meeting held on 7th June 2021.
2. Planning of NSS Activities.
3. Training and placement.
4. Enhance research participation of undergraduate students across the disciplines by introducing institutional funding for undergraduate research in line with STSP and TTIC.
5. Teaching and learning activities enhanced with combination of ICT tools and various pedagogies during pandemic.
6. Planning to organize METE project expo.
7. Conduction of orientation day.
8. Planning to organize Alumni meet.

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3. Administrative office

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 6th September, 2021

Members Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Sandeep Panda Mr. Chinmaya Rout
6	Alumni	Mr. Alok Tripathy
7	Industry	Er. Laxmi Narayan Reddy, Regional Manager, TATA Steel
8	Parent	Mr. Sangram Pradhan
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 7th June 2021
 - Planning of NSS Activities.
 - Training and placement
 - Enhance research participation of undergraduate students across the disciplines by introducing institutional funding for research with STSP and TIIC
 - Teaching and learning activities enhanced with combination of ICT tools and various pedagogies during pandemic.
 - Planning to organize KIETE project expo.



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SIJUA, PATRAPADA, NEAR AIIMS, BHUBANESWAR ODISHA- 751019
e-Mail: mailtonmiet@nmiet.ac.in, web: nmiet.ac.in

Internal Quality Assurance Cell (IQAC)

- Conduction of orientation day.
- Planning to organize Alumni meet

Discussion topic in IQAC meeting	Action Taken Report
Review of last Meeting Minutes	The minutes of the last meeting was approved by the members.
Planning of NSS Activities.	NSS Coordinator presented the plan of activities to be organized for the criteria bear like Blood donation and Awareness program etc..
Training and placement	Placement coordinator proposed to conduct training classes for B.Tech III year students. It is resolved to conduct placement pre- assessment tests for final year students.
Enhance research participation of undergraduate students across the disciplines by introducing institutional funding for research with STSP and TIIC	Chairperson proposed a policy to encourage students to participate and entrepreneur development activities in line with STSP and TIIC
Teaching and learning activities enhanced with combination of ICT tools and various pedagogies during pandemic.	Chairperson suggested that teaching and learning must be enhanced with combination of ICT tools and various pedagogies.
Planning to organize KIETE project expo.	IQAC coordinator proposed to conduct project expo in the month of December- 2021.
Conduction of orientation day.	Chairperson suggested Dean of Academics to conduct orientation Programs for B.Tech students.
Planning to organize Alumni meet	Chairperson discussed with the members on feasibility of conducting alumni meet in the month of December.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2021-2022

NMIET/IQAC/2021-2022-Meeting 3

1st February, 2022

CIRCULAR

A Meeting is proposed to be convened with all the members of IQAC at 2.30pm on February, 2022 in the board room. All the Members are requested to make it convenient to attend the same.

Agenda For the Meeting:

1. Confirmation of previous IQAC minutes of meeting and action taken report.
2. Quality initiatives in various academic units.
3. Analysis of Student's placement for the batch, Academic Year:2021-2022.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 11th February, 2022

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Sandeep Panda Mr. Chinmaya Rout
6	Alumni	Mr. Alok Tripathy
7	Industry	Er. Laxmi Narayan Reddy, Regional Manager, TATA Steel
8	Parent	Mr. Sangram Pradhan
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Confirmation of previous IQAC minutes of meeting and action taken report.
 - Quality initiatives in various academic units.
 - Analysis of Student's placement for the batch, Academic Year: 2021-2022



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Internal Quality Assurance Cell (IQAC)

Action Taken Reports

1.1 Follow up action and action taken report on the minutes of Eleventh Governing Body Meeting

Principal apprised the members about eleventh meeting of the Governing body and presented the action taken in accordance with the resolution / suggestions made regarding:

SL NO	SUGGESTIONS	ACTION TAKEN
1	Enhance the knowledge and skills of the faculty, technical staff and supporting staff	The suggestion has been communicated to Dean, CLET and Dean CDC, IQAC has initiated to conduct: <ul style="list-style-type: none">• Latex training by Dean, CLET• Skill enhancement program by Dean, CDC on Python programming, DBMS and Java etc.
2	Analyse the reasons for less pass percentage in some of the programs and take necessary action.	The Dean Academic is informed the concerned heads to analyse the pass percentage and submit the action plan. Also prepare the list value -added courses offered by the departments.
3.	Take necessary steps to increase the number of students benefited through full semester internship.	The policy for full semester internship has been reviewed. <ul style="list-style-type: none">• Dean international affairs has been contacting the partner universities to improve the students benefited through FSI.
4.	Establish a peer to peer faculty and learning community.	Departments have created academic verticals, focused research groups based on the professional expertise of the faculty.

Resolution: The committee approved the action taken report.



Internal Quality Assurance Cell (IQAC)

2. Quality initiatives by IQAC.

Dean, IQAC has proposed the following quality initiatives in the various academic units in the institute.

Responsible Academic unit	Quality Initiatives
Academic Research	<ul style="list-style-type: none">• Induction of professional Development Allowances (PDA) for pursuing PhD faculty• Procurement of plagiarism software.• Scopus / Web of science subscription.• Collaborate with other top ranking institutes and know their good practices related to research work.
Sponsored Research and industrial Consultancy	<ul style="list-style-type: none">• Revamped the overheads incentive guidelines.• Revamped the consultancy policy.
Institute Maintenance	<ul style="list-style-type: none">• Smart Campus concepts• Monitoring of Power consumption using IOT.• Monitoring Water quality regular intervals.
Library	<ul style="list-style-type: none">• Increased e-resources and ensure efficient and effective service.• Conduct training programs for researchers and faculty on the e-resource content to improve its usage.
IQAC	<ul style="list-style-type: none">• Developed a portal for data collection from various units.• Criterion wise data coordinators.• Sensitization programs on world ranking of subjects.
Students Welfare	Digital initiatives includes: event approvals, e-certificates, online registration, digital publicity.
Physical Education	<ul style="list-style-type: none">• Updation of sports facilities.



Internal Quality Assurance Cell (IQAC)

	<ul style="list-style-type: none">• Recruiting sports professionals for various sports and games activities.
Academic Departments	<ul style="list-style-type: none">• Effective use of modern ICT tools.• Organizing joint webinar series along with university abroad• Hybrid learning.• News Letters.
Research Centres	<ul style="list-style-type: none">• Moving towards trans-disciplinary oriented research.• Focusing on development of products rather than converting into papers.• Establish a finishing school to train young scientist.
Career Development Centres	<ul style="list-style-type: none">• Improve students placement by conducting training.• Identify companies / core companies which will provide trainings and placements for unplaced students.
Examination	<ul style="list-style-type: none">• Implementation of Academic bank of credits• Digital evaluation system.• Online degree verification.

Resolution: The committee noted the initiatives and suggested to initiate the necessary procedures to implement the same.



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3. Analysis of Student's placement for the batch, Academic Year:2021-2022

Dean, CDC has presented the department wise placement details were presented to the committee for their perusal.

SLNO	NAME OF COMPANY	ROLE	PACKAGE ANNUM (LAKHS)	NO. OF SELECTIONS
1	AMAZON	Support Engineer	15.35	6
2	TCS	TCS-Digital	4.5	9
3	Accenture	Software Engineer	6.5	23
4	Cognizant	Gen C Next	5.5	19
5	LTI	Software Engineer	5.0	13
6	Tech Mahindra	Software Engineer	5.0	5
7	Smartsoc Solutions	Software Engineer	4.5	3
8	Technovert	Software Engineer	6.5	6
9	CESIT	Software Engineer	3.5	5
10	Yamaha	Operator Trainee	3.0	20
11	Tata Advanced Systems Limited	Software Engineer	5.0	2
12	DXC Technology	Software Engineer	4.5	29
13	Ernst&Young	Software Engineer	6.30	38



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Internal Quality Assurance Cell (IQAC)

Suggestions from the IQAC members for Quality Enhancement

- Faculty members who are pursuing their Ph.D are motivated and encouraged to complete their Ph.D within the minimum stipulated period.
- Conduct review meetings, who are benefitted through PDA to keep track of their progress.
- Efforts to be made to encourage and inculcate entrepreneurial mind set among the students.
- Encouraged to be explored to demonstrate and conduct virtual laboratory sessions
- Demand for core engineering program to be boosted by creating specialized and additional laboratory facilities in their domain which will augment value addition.
- Conscious efforts to be taken to connect with students to mitigate depression/ psychological issues faced through effective mentoring.
- An awareness session for students on effective utilization of e-resources available in Library shall be arranged.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2021-2022

NMIET/IQAC/2021-2022-Meeting 4

28th November, 2022

CIRCULAR

A meeting is proposed to be convened with all the members of IQAC at 3.00 PM on 6th December, 2022 in the board room. All the members are requested to make it convenient to attend the same.

Agenda For the Meeting:

1. Approval of previous minutes
2. Revamp of academic departments
3. Academic bank of credits
4. Green audit

Principal

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 6th December, 2022

The Following members were present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Sandeep Panda Mr. Chinmaya Rout
6	Alumni	Mr. Alok Tripathy
7	Industry	Er. Laxmi Narayan Reddy, Regional Manager, TATA Steel
8	Parent	Mr. Sangram Pradhan
9	Coordinator, IQAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of previous minutes
 - Revamp of academic departments
 - Academic bank of credits
 - Green audit



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Internal Quality Assurance Cell (IQAC)

ACTION TAKEN REPORT

Item No. 1: The minutes of the last meeting was approved by the members

Item No 2:

A. Teaching Learning and Recourses (TLR) and Research and Professional Practices (RPC)

- Identify associate guides in other academic Institutes for research centers.
- Ensure that all PG admitted students start their research work and complete it in stipulated time.
- Collaborate with other top-ranking Institutes and know their good practices related to research work, publications and projects and try to implement at IARE.
- Encourage eligible doctorate faculty members to apply for the recognition of guide from university.
- Ensure faculty recruitment with Ph.D qualification and research background with an average experience of 5 plus years
- Ensure that the faculty pursuing doctoral studies should complete their dissertation work on time.
- Providing Professional Development Allowances (PDA) to the faculty who is pursuing Ph.D.
- Increasing research output in form of number of quality publications (i.e. Q1, Q2) and research projects will pave a path for getting in first 200 rank very fast. Dean R &D should ensure that all faculties will be involved research activities.
- Each and every staff google scholar, Scopus and Web of Science

profile to be updated in IRINS, a web-based Research Information Management (RIM) service developed by the Information and Library Network (INFLIBNET) Centre and verified by R&D coordinator.

- Training programs on Research, IPRs etc.



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B. Graduate Outcomes (GO)

- Set a mechanism in order to trace students opting for higher studies and create statistical data.
- Motivate students to appear for GATE exam by reimbursing the GATE exam fees if they obtain a valid gate score.
- Additional efforts to create awareness and encourage students to take up higher studies.
- Improve programming skills and problem-solving techniques by conducting tests, training or through curriculum. This will help in getting jobs in software industries.

C. Outreach and inclusivity (OI)

- Increase publicity of IARE in other states for admissions of students through B category.


D. Public Perception (PR)

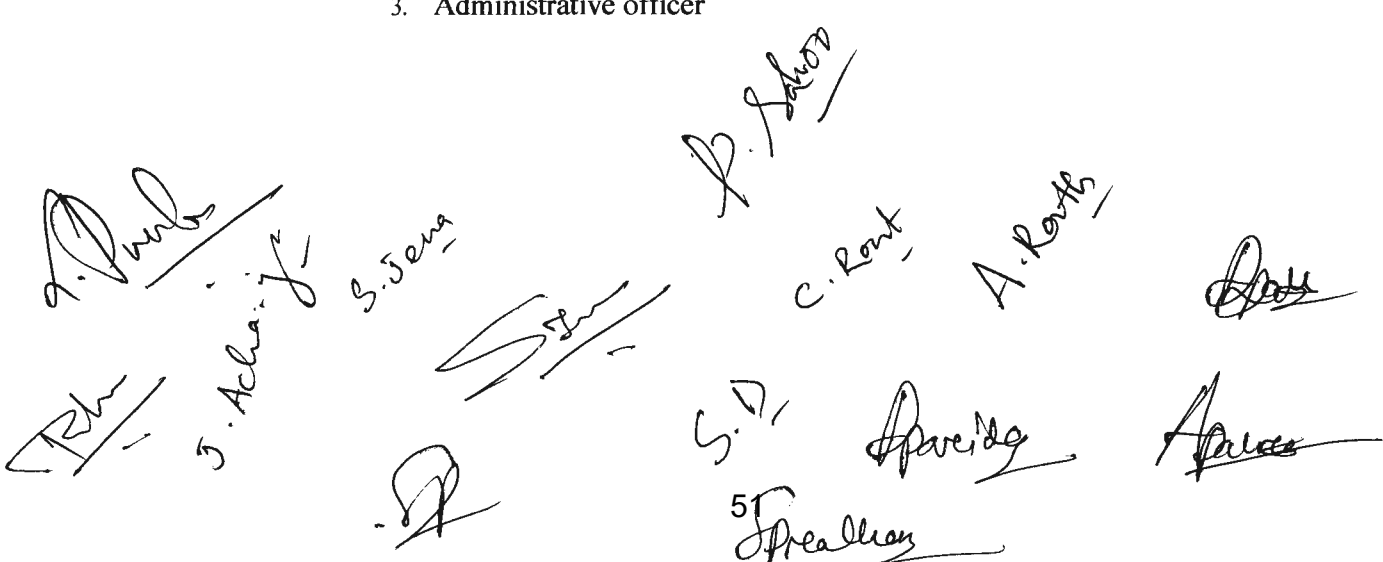
- Good connect with industries and establishment of good feedback mechanism from industries regarding employed students and inclusion of industry suggested subjects in curriculum.

Item No. 3 IQAC has taken initiation for implementation of Academic bank of credits from the academic year 2021-22 onwards as per the guidelines given by the NAAC. The institute registered in the National Academic depository portal. IQAC regularly conducts green audit, energy audit and environmental audit with the notable agencies. IQAC has taken initiative for green audit with member of National Accreditation Board of Certification Bodies (NABCB) guidelines prescribed by the NAAC Green audit.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2021-2022

NMIET/IQAC/2021-2022-Meeting 5

30th August, 2022

CIRCULAR

A meeting is proposed to be convened with all the members of IQAC at 2.00 PM on 8th September, 2022 in the board room. All the members are requested to make it convenient to attend the same.

Agenda:

1. Approval of previous minutes
2. Revision of Academic and Administrative Audit
3. Conduction of induction program
4. Training session on LATEX
5. Plan of action for conduction of Professional Development/Faculty Development Program/Seminars/workshops
6. Placements statistics for the academic year, 2021 - 2022
7. Publication statistics for the academic year, 2021 - 2022

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Internal Quality Assurance Cell (IQAC)

MINUTES OF MEETING OF IQAC HELD ON 08th September, 2022

Members were present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Sandeep Panda Mr. Chinmaya Rout
6	Alumni	Mr. Alok Tripathy
7	Industry	Er. Laxmi Narayan Reddy, Regional Manager, TATA Steel
8	Parent	Mr. Sangram Pradhan
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of previous minutes
 - Revision of Academic and Administrative Audit
 - Conduction of induction program
 - Training session on LATEX
 - Plan of action for conduction of Professional Development/Faculty Development Program/Seminars/workshops
 - Placements statistics for the academic year, 2021 – 2022
 - Publication statistics for the academic year, 2021 - 2022



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Internal Quality Assurance Cell (IQAC)

ACTION TAKEN REPORT

Item No. 1: The minutes of the last meeting was approved by the members

Item No. 2: Dean of IQAC presented the revised academic and administration audit format. Detailed discussion on audit form was held and modified as per suggestions given the members.

Item No. 3: IQAC committee proposed the conduction of induction program for UG first year students for the current academic year. In meeting, it was decided that induction program should be conducted for seven days. First two days will be engaged by the Deans and respective administrative staff and next five days will be engaged by the departments.

Item No. 4: IQAC proposed a three days training session on LATEX for the faculty members.

Item No. 5: Dean of Strategy development and finance, proposed an action plan for conduction of faculty development programs/seminars/workshops by the various dean's office and academic departments.

Item No. 6: Dean of career development centre presented the placement statistics for the academic year 2021-2022. The committee members suggested to improve the core placements for Civil, Mechanical and Electrical and Electronics Engineering departments. The summary of statistics is mentioned in below table.

The total number of jobs offers made: 1701

Highest salary: 26.0 LPA

Average Salary: 6.5 LPA

Median Salary: 5.5 LPA



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Item No. 7: Dean of research and development presented the paper publication statistics for the academic year 2021-2022. Members suggested to implement the plagiarism policy for B.Tech projects also. To improve quality publications and promote research culture among the faculty members, institute updated research incentive policy from 2021 - 2022. The seed money sanctioned to faculties also discussed and committee members suggested to modify the policy norms for sanction of seed money to the faculty members.

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R. Rauts
S.D
P. Saha
S.P.P.



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2020-2021

NMIET/IQAC/2020-2021-Meeting 1

1st June, 2020

CIRCULAR

All IQAC members are requested to attend the quarterly meeting to be held on 8th June, 2020.

Mode of Meeting: Online (Zoom Platform)


Time: 10.00 AM

Agenda:

1. Approval of minutes of meeting held on 25th March 2020.
2. Academic calendar for the academic year 2020-2021.
3. Implementation of UG-20 Regulation.
4. Guidelines for conducting classes virtually and procurement of learning management system.
5. Organization of webinars, FDPs and Seminars on latest trends in engineering and management during covid pandemic
6. Registration for online courses in Coursera and Swayam etc,
7. Implementation of Career Advancement Scheme (CAS) for the faculty promotions to have better cadre ratio from academic year 2020-2021.
8. Collaborations and exchange programs with premier institutions for the academic year 2020-21.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 8th June, 2020

The First Meeting of the Internal Quality Assurance centre was held at 2.30 pm on 8th June, 2020 in the Board Room.

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjana Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Deba Prasad Sethi Mr. Samresh Muduli
6	Alumni	Mr. Kishore Jena
7	Industry	Er. Asish Kumar Parida, CEO, GRINITY Techno.
8	Parent	Mr. Subhash Parida
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.



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Internal Quality Assurance Cell (IQAC)

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 25th March 2020.
 - Academic calendar for the academic year 2020-2021
 - Implementation of UG-20 Regulation
 - Guidelines for conducting classes virtually and procurement of learning management system
 - Organization of webinars, FDPs and Seminars on latest trends in engineering and management during covid pandemic
 - Registration for online courses in Coursera and Swayam etc.
 - Implementation of Career Advancement Scheme (CAS) for the faculty promotions to have better cadre ratio from academic year 2020-2021.
 - Collaborations and exchange programs with premier institutions for the academic year 2020-21.



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2020-2021

CIRCULAR

NMIET/IQAC/2020-2021-Meeting 2

1st September, 2020

All IQAC members are requested to attend the Quarterly meeting to be held on 7th September, 2020

Mode of Meeting: Online (Zoom platform)

Time : 10:00 AM

Agenda:

1. Approval of minutes of meeting held on 08th June 2020.
2. Review on AQAR 2019-2020.
3. ARIIA Rankings.
4. Planning of NSS Activities
5. Training and placement
6. Annual performance of Institute Innovation Cell (IIC)
7. Teaching and learning activities enhanced with combination of ICT tools and various pedagogies during pandemic.
8. Conduction of orientation day.
9. Conduction of examinations through online mode by using Remote Proctor Online Test (RPOT)

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 7th September, 2020

Members Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Deba Prasad Sethi Mr. Samresh Muduli
6	Alumni	Mr. Kishore Jena
7	Industry	Er. Asish Kumar Parida, CEO, GRINITY Techno.
8	Parent	Mr. Subhash Parida
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 08th June 2020.
 - ARIIA Rankings.
 - Planning of NSS Activities
 - Training and placement
 - Annual performance of Institute Innovation Cell (IIC)
 - Teaching and learning activities enhanced with combination of ICT tools and various pedagogies during pandemic.



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Internal Quality Assurance Cell (IQAC)

- Conduction of orientation day.
- Conduction of examinations through online mode by using Remote Proctor Online Test (RPOT)

Discussion topic in IQAC meeting	Action Taken Report
Review of last Meeting Minutes	The minutes of the previous meeting was approved by the committee members.
ARIIA Rankings	Chairperson greeted all committee members for securing institution in category of Private or Self-Financed College/Institutes in Atal Ranking of Institutions on Innovation Achievement (ARIIA) – 2020.
Planning of NSS Activities	NSS Coordinator presented the plan of activities to be organized for the current academic year like Blood donation, Haritha haram and Awareness program etc.,
Training and placement	Placement coordinator proposed to conduct training classes on communication skill and aptitude for B.Tech III year students. It is resolved to conduct placement pre-assessment tests for final year students.
Annual performance of Institute Innovation Cell (IIC)	Dean TIIC presented annual performance of IIC cell for the academic year 2019-2020.
Teaching and learning activities enhanced with combination of ICT tools and various pedagogies during pandemic.	Chairperson suggested that teaching and learning must be enhanced with combination of ICT tools and various pedagogies.
Conduction of orientation day.	Chairperson suggested Dean of Academics to conduct orientation Program for 1 st year B.Tech students.
Conduction of examinations through online mode by using Remote Proctor Online Test (RPOT)	Examination coordinator suggested for the conduction of Semester End Examinations of Academic Year 2019-2020. Even semester exams which were not conducted due to pandemic through online mode by using Remote Proctor Online Test (RPOT)



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2020-2021

CIRCULAR

NMIET/IQAC/2020-2021-Meeting 3

2nd December, 2020

All IQAC members are requested to attend the quarterly meeting to be held on 10th December, 2020.

Venue : Boardroom

Time : 10:00 AM

Agenda:

1. Approval of minutes of meeting held on 7th September 2020
2. Review on NAAC criteria.
3. Attainment of course outcomes, program outcomes and program specific outcomes
4. Analysis of quality outcomes.
5. Placements statistics 2019-2020.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 10th December, 2020

Members Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjana Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Deba Prasad Sethi Mr. Samresh Muduli
6	Alumni	Mr. Kishore Jena
7	Industry	Er. Asish Kumar Parida, CEO, GRINITY Techno.
8	Parent	Mr. Subhash Parida
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 7th September 2020
 - Review on NAAC criteria.
 - Attainment of course outcomes, program outcomes and program specific outcomes:
 - Analysis of quality outcomes.
 - Placements statistics 2019-2020.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Review of last Meeting Minutes	The minutes of the previous meeting was approved by the committee members.
Review on NAAC criteria.	Chairperson reviewed the progress of NAAC and necessary directions were given for improvement and modifications.
Attainment of course outcomes, program outcomes and program specific outcomes.	IQAC coordinator framed the guidelines for attainment of course outcomes, program outcomes and program specific outcomes.
Analysis of quality outcomes.	IQAC Coordinator presented impact analysis of quality outcomes in terms of quality sustenance and quality enhancement.
Placements statistics 2019-2020.	Chairperson suggested that teaching and learning must be enhanced with combination of ICT tools and various pedagogies.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2020-2021 CIRCULAR

NMIET/IQAC/2020-2021-Meeting 4

20th March, 2021

All IQAC members are requested to attend the quarterly meeting to be held on 29th March, 2021.

Venue : Boardroom

Time : 10:00 AM

Agenda:

1. Approval of minutes of meeting held on 10th December, 2020.
2. Implementation of PG 21 regulations.
3. Submission of Course files.
4. Discussion on budget.
5. Academic audit.
6. Research Proposals.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 29th March, 2021

Members Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Santosh Kumar Sahoo Prof. Ashutosh Mahapatra Prof. S.K. Jena Dr. Srikanta Dash
4	Administrative Representative	Mr. B.K. Mishra
5	Student	Mr. Debasish Sahoo Mr. Saiprasad Panda
6	Alumni	Mr. Alok Tripathy
7	Industry	Er. Laxmi Narayan Reddy, Regional Manager, TATA Steel
8	Parent	Mr. Subhash Parida
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 10th December, 2020.
 - Implementation of PG 21 regulations.
 - Submission of Course files.
 - Discussion on budget.
 - Academic audit.
 - Research Proposals.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Review of last Meeting Minutes	The minutes of the previous meeting was approved by the committee members.
Implementation of PG 21 regulations.	Dean of Academics discussed with the members on implementation of new regulations, for Pg programmes.
Submission of Course files.	IQAC coordinator requested to all HODs to submit course files in Latex.
Discussion on budget.	Chairperson discussed on budgets utilization for academic year 2020-2021.
Academic audit.	Internal academic audit was conducted across all the departments with internal audit team.
Research Proposals.	IQAC coordinator suggested Dean ,R & D to take necessary actions for improving research grants from various funding agencies.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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R.P. Das

Aravind

Spandha

Prakash

S. Suresh

Rajesh

Rajesh

Devi

A. Prakash

Spandha

B. Prakash

S.D. Das

Devi

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2019-2020

NMIET/IQAC/2019-2020-Meeting 1

1st June, 2019

CIRCULAR

A Meeting is proposed to be convened with all the members of IQAC at 2.30pm on 4th June, 2019 in the board room. All the Members are requested to make it convenient to attend the same.

Venue : Boardroom

Time : 10:00 AM

Agenda For the Meeting:

1. Approval of minutes of meeting held on 4th March, 2019
2. Academic calendar for the academic year 2019-2020.
3. Organization of FDPs and Seminars on latest trends in engineering and management
4. Recruitment of new faculty in order to maintain faculty-student ratio for academic year 2019-2020.
5. Collaborations and exchange programs with premier institutions for the academic year 2019-2020.
6. Conduction of orientation day.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 4th June, 2019

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjana Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr. Priyabrata Mishra
7	Industry	Mr. Sushanta Ku.Rath, Senior Project Manager, WIPRO Ltd.
8	Parent	Mr. Ramesh Ch. Gupta
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 4th March, 2019
 - Academic calendar for the academic year 2019-2020.
 - Organization of FDPs and Seminars on latest trends in engineering and management.
 - Recruitment of new faculty in order to maintain faculty-student ratio for academic year 2019-2020.
 - Collaborations and exchange programs with premier institutions for the academic year 2019-2020.
 - Conduction of orientation day.



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2019-2020

CIRCULAR

NMIET/IQAC/2019-2020-Meeting 2

29th August, 2019

All IQAC members are requested to attend the quarterly meeting to be held on 2nd September, 2019.

Venue : Boardroom

Time : 10:00 AM

Agenda:

1. Approval of minutes of meeting held on 4th June, 2019.
2. Planning of NSS Activities.
3. Training and placement.
4. Annual performance of Institute Innovation Centre (IIC).
5. Testing and Consultancy.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 2nd September, 2019

Members Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Nirajan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr. Priyabrata Mishra
7	Industry	Mr. Sushanta Ku.Rath, Senior Project Manager, WIPRO Ltd.
8	Parent	Mr. Ramesh Ch. Gupta
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 4th June, 2019
 - Planning of NSS Activities.
 - Training and placement.
 - Annual performance of Institute Innovation Centre (IIC)
 - Testing and Consultancy.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Review of last Meeting Minutes	The minutes of the previous meeting was approved by the committee members.
Planning of NSS Activities.	NSS Coordinator presented the plan of activities to be organized for the current academic year like Blood donation, Haritha haram and Awareness program etc.,
Training and placement.	Placement coordinator proposed to conduct training classes on communication skill and aptitude for B.Tech III year students. It is resolved to conduct placement pre-assessment tests for final year students.
Annual performance of Institute Innovation Centre (IIC)	Dean TIIC presented annual performance of TIC Centre for the academic year 2019-2020.
Testing and Consultancy.	Chairperson discussed to enhance testing and consultancy activity-in order to generate revenue as well as to improve resource sharing and expertise.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2019-2020

CIRCULAR

NMIET/IQAC/2019-2020-Meeting 3

2nd December, 2019

All IQAC members are requested to attend the quarterly meeting to be held on 7th December, 2019.

Venue : Boardroom

Time : 10:00 AM

Agenda:

1. Approval of minutes of the meeting held on 2nd September 2019.
2. Installation of solar UPS (Uninterruptible Power Supply).
3. Attainment of course outcomes, program outcomes and program specific outcomes.
4. Analysis of quality outcomes.
5. Placements statistics 2018-2019.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 7th December 2019

Members Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr. Priyabrata Mishra
7	Industry	Mr. Sushanta Ku.Rath, Senior Project Manager, WIPRO Ltd.
8	Parent	Mr. Ramesh Ch. Gupta
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of the meeting held on 2nd September 2019.
 - Installation of solar UPS (Uninterruptible Power Supply).
 - Attainment of course outcomes, program outcomes and program specific outcomes.
 - Analysis of quality outcomes.
 - Placements statistics 2019-2020.



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Discussion topic in IQAC meeting	Internal Quality Assurance Cell (IQAC) Report
Review of last Meeting Minutes	The minutes of the last meeting was approved by the members.
Installation of solar UPS (Uninterruptible Power Supply).	Chairperson discussed on feasibility of installing solar UPS to tap natural energy under green initiatives.
Attainment of course outcomes, program outcomes and program specific outcomes.	IQAC coordinator framed the guidelines for attainment of course outcomes, program outcomes and program specific outcomes.
Analysis of quality outcomes.	IQAC coordinator presented impact analysis of quality outcomes in terms of quality sustenance and quality enhancement.
Placements statistics 2019-2020.	Discussed on placement statistics 2019-2020 and analysis was based on total students, eligible and interested students, higher studies/ Business, companies Visited and students placed.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2018-2019

CIRCULAR

NMIET/IQAC/2018-2019-Meeting 1

12th July, 2018

All IQAC members are requested to attend the quarterly meeting to be held on 17th July, 2018. All the IQAC members are hereby informed to attend the meeting without fail.

Venue: Board Room


Time: 10.00 am

Agenda For the Meeting:

1. Review of previous Minutes of Meeting.
2. Academic calendar for the academic year 2018-2019 odd semester.
3. Academic Council meeting.
4. Completion of course file and Requisition of Laboratory equipment.
5. Faculty Achievement.
6. Internal Assessment test and question paper setting.
7. Training and placement cell activities.
8. First Year Motivational programme.
9. Academic and Administrative Audit by IQAC.
10. The interaction of Institute with the industry.
11. Up gradation of the Library.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting & Action Taken Report

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Nirajan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr. Priyabtara Mishra
7	Industry	Mr. Sushanta Ku.Rath, Senior Project Manager, WIPRO Ltd.
8	Parent	Mr. Ajaya Kumar Sarangi
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Review of previous Minutes of Meeting.
 - Academic calendar for the academic year 2018-2019 odd semester.
 - Academic Council meeting.
 - Completion of course file and Requisition of Laboratory equipment.
 - Faculty Achievement.
 - Internal Assessment test and question paper setting.
 - Training and placement cell activities.
 - First Year Motivational programme.
 - Academic and Administrative Audit by IQAC.



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Internal Quality Assurance Cell (IQAC)

- The interaction of Institute with the industry.
- Up gradation of the Library.

Discussion topic in IQAC meeting	Action Taken Report
Review of previous Minutes of Meeting.	Minutes of the last IQAC meeting was unanimously approved.
Academic calendar for the academic year 2018-2019 odd semester.	The college Academic calendar for 2018-19 odd semester was received by the chairperson as per the suggestion given.
Academic Council meeting	The principal insisted to take give more focus on the Academic Council.
Completion of course file and Requisition of Laboratory equipment.	The Committee instructed the HODs to confirm that the teaching staff must have completed their course file and to ensure that the Laboratory equipment are sufficient.
Faculty Achievement.	It was decided to encourage in active participation in FDPs, Workshops, STTPs, Publications. PhD etc.
Training and placement cell activities.	More emphasis was given on T&P cell to conduct recruitment drive.
First Year Motivational programme.	Prof. P. Rout was given the assignment to conduct the same.
Academic and Administrative Audit by IQAC.	The IQAC Committee decided to conduct an academic audit for the ensuing session.
The interaction of Institute with the industry.	The expert from industry extended his support towards the interaction of institute with the industry.
Up gradation of the Library.	The Committee insisted on the Up gradation of the Library.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2018-2019

CIRCULAR

NMIET/IQAC/2018-2019-Meeting 2

12th September, 2018

All IQAC members are requested to attend the quarterly meeting to be held on 17th September, 2018. All the IQAC members are hereby informed to attend the meeting without fail.

Venue: Board Room

Time: 10.00 am

Agenda:

1. Review of previous Minutes of Meeting.
2. Formation of Anti-ragging Committee and Anti-ragging squad.
3. Formation of Hostel Monitoring Committee (For Boys and Girls).
4. Responsibility of Chief Proctor.
5. Formation of Committee for personality Development and Aptitude classes.

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3. Administrative officer

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 17th September, 2018

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr. Priyabara Mishra
7	Industry	Mr. Sushanta Ku.Rath, Senior Project Manager, WIPRO Ltd.
8	Parent	Mr. Ajaya Kumar Sarangi
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Review of previous Minutes of Meeting.
 - Formation of Anti-ragging Committee and Anti-ragging squad.
 - Formation of Hostel Monitoring Committee (For Boys and Girls).
 - Responsibility of Chief Proctor.
 - Formation of Committee for personality Development and Aptitude classes.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Review of previous Minutes of Meeting.	The minutes of the previous meeting was approved by the committee members.
Formation of Anti-ragging Committee and Anti-ragging squad.	The members were pleased to form a committee to oversee the activities concerned to ragging. Hence Committees have been formed.
Formation of Hostel Monitoring Committee (For Boys and Girls).	A Committee has been formed to monitor the activities of Hostels (Both Boys & Girls) to ensure discipline in Hostel Premises.
Responsibility of Chief Proctor.	Prof. Ajaya Beura will carry out his responsibility as chief proctor.
Formation of Committee for personality Development and Aptitude classes.	To prepare the students for upcoming placement/ competitive examinations, a committee was formed.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Sreng
 P. Parida
 A. J. G. G. G.
 Parida
 Sarangi
 SP
 Datta
 Beura
 Datta



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2018-2019

CIRCULAR

NMIET/IQAC/2018-2019-Meeting 3

16th November, 2018

All IQAC members are requested to attend the quarterly meeting to be held on 19th November, 2018. All the IQAC members are hereby informed to attend the meeting without fail.

Venue: Board Room

Time: 10.00 am

Agenda:

1. Review of the minutes of the last IQAC meeting.
2. Research Publication.
3. Any other matter with the permission of the Chairperson.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 19th November, 2018

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjana Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr.Priyabrata Mishra
7	Industry	Mr. Sushanta Ku.Rath, Senior Project Manager, WIPRO Ltd.
8	Parent	Mr. Ajaya Kumar Sarangi
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Review of the minutes of the last IQAC meeting.
 - Research Publication.
 - Any other matter with the permission of the Chairperson.



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Internal Quality Assurance Cell (IQAC)


Discussion topic in IQAC meeting	Action Taken Report
Review of the minutes of the last IQAC meeting.	The minutes of the previous meeting was approved by the committee members.
Research Publication.	All the HODs were informed to enhance their department publication by giving timeframe who had not done their publication yet.
Any other matter with the permission of the Chairperson.	As no other matter propose by the members, the meeting ended with a vote of thanks to the chair.


The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2018-2019

CIRCULAR

NMIET/IQAC/2018-2019-Meeting 4

21st February, 2019

All IQAC members are requested to attend the quarterly meeting to be held on 23rd February, 2019. All the IQAC members are hereby informed to attend the meeting without fail.

Venue: Board Room

Time:10.00 am

Agenda:

1. Review of last meeting's minutes.
2. Result Analysis (Even semester).
3. Review of Registrations.
4. Review of Value added Courses status.
5. Industrial Tour.
6. Attendance of Students.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 23rd February, 2019

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr. Priyabrata Mishra
7	Industry	Mr. Sushanta Ku.Rath, Senior Project Manager, WIPRO Ltd.
8	Parent	Mr. Ramesh Ch. Gupta
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Review of last meeting's minutes.
 - Result Analysis (Even semester).
 - Review of Registrations.
 - Review of Value added Courses status.
 - Industrial Tour.
 - Attendance of Students Research Proposals.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Review of last meeting's minutes.	The minutes of the previous meeting was approved by the committee members.
Result Analysis (Even semester).	A through review of the BPUT semester Examination was conducted with the HODs of all departments.
Review of Registrations.	All the HODs were asked to submit a detail report regarding registration details.
Review of Value added Courses status.	All the HODs were instructed to present a feedback report of all the (VAC) Trainers from the Student concerned.
Industrial Tour.	The Chairperson suggested that the HODs should arrange the industrial training programmes for the students in order to gain practical knowledge.
Attendance of Students	All the Branch HODs were asked to take note of the students who are yet to attend the required number of classes in each semester.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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[Handwritten signatures and initials of various staff members, including Deans, HODs, and administrative officers, are present at the bottom of the page.]



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2017-2018

CIRCULAR

NMIET/IQAC/2017-2018-Meeting 1

1st June, 2017

All IQAC members are requested to attend the quarterly meeting to be held on 7th June, 2017.

Venue: Board Room


Time: 10.00 am

Agenda For the Meeting:

1. Approval of minutes of meeting held on 7th March, 2017.
2. Academic calendar for the academic year 2017-2018.
3. Organization of Guest-lectures, FDPs, Seminars and workshops on latest trends in engineering and management.
4. Recruitment of new faculty in order to maintain better faculty-student ratio for academic year.
5. Collaborations and exchange program with premier institutions for the academic year 2017-18
6. Conduction of orientation day.
7. Conduction of Alumni meet.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting & Action Taken Report

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Nirajan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Pares Dash Mr. Santosh Kumar Rath
6	Alumni	Mr. Arvind Singh
7	Industry	Prof. Santosh Dash, Managing Director, Pinnacle HR
8	Parent	Ranjit Pradhan
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 7th March,2017.
 - Academic calendar for the academic year 2017-2018.
 - Organization of Guest-lectures, FDPs, Seminars and workshops on latest trends in engineering and management.
 - Recruitment of new faculty in order to maintain better faculty-student ratio for academic year.
 - Collaborations and exchange program with premier institutions for the academic year 2017-18.
 - Conduction of orientation day.
 - Conduction of Alumni meet.



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2017-2018

CIRCULAR

NMIET/IQAC/2017-2018-Meeting 2

1st September, 2017

All IQAC members are requested to attend the quarterly meeting to be held on 4th September, 2017.

Venue: Board Room


Time: 10.00 am

Agenda:

1. Approval of minutes of meetings held on 7th June, 2017.
2. Planning of NSS activities.
3. Training and Placement.
4. Quality Assurance initiatives.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 4th September, 2017

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Pares Dash Mr. Santosh Kumar Rath
6	Alumni	Mr. Arvind Singh
7	Industry	Prof. Santosh Dash, Managing Director, Pinnacle HR
8	Parent	Ranjit Pradhan
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meetings held on 7th June, 2017.
 - Planning of NSS activities.
 - Training and Placement.
 - Quality Assurance initiatives.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Minutes of last Academic Council meeting	The minutes of the previous meeting was approved by the committee members.
Planning of NSS activities.	NSS Coordinator presented the plan of activities to be organized for the current academic year like Blood donation and Awareness Program etc.
Training and Placement.	Placement coordinator proposed to conduct training classes on communication skill and aptitude for B-Tech III year Students.
Quality Assurance initiatives.	Discussed on quality assurance initiatives to be organized events on quality, academic administrative audit, participation in NIRF and Collaboration with other institutions.

4. The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.
5. IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Handwritten signatures and initials:
R. Bell, H. G. S., B. Das, P. Das, P. Das, B. Das, R. Das, 96 B.M., R. Prasad, P. Das, D. Das, D. Das, D. Das



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2017-2018

CIRCULAR

NMIET/IQAC/2017-2018-Meeting 3

2nd December 2017

All IQAC members are requested to attend the quarterly meeting to be held on 5th December, 2017.

Venue: Board Room


Time: 10.00 am

Agenda:

1. Approval of minutes of meeting held on 4th September 2017.
2. Attainment of course outcomes, program outcomes and program specific outcomes.
3. Analysis of quality outcomes in terms of quality sustenance and quality enhancement.
4. Placement statistics 2016-2017.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 5th December, 2017

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Paresh Dash Mr. Santosh Kumar Rath
6	Alumni	Mr. Arvind Singh
7	Industry	Prof. Santosh Dash, Managing Director, Pinnacle HR
8	Parent	Ranjit Pradhan
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 4th September 2017.
 - Attainment of course outcomes, program outcomes and program specific outcomes.
 - Analysis of quality outcomes in terms of quality sustenance and quality enhancement.
 - Placement statistics 2016-2017.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Minutes of last Academic Council meeting	The minutes of the previous meeting was approved by the committee members.
Attainment of course outcomes, program outcomes and program specific outcomes.	IQAC coordinator framed the guidelines for attainment of course outcomes, program outcomes and program specific outcomes.
Analysis of quality outcomes in terms of quality sustenance and quality enhancement.	IQAC coordinator presented impact analysis of quality outcomes in terms of quality sustenance and quality enhancement.
Placement statistics 2016-2017.	Placement coordinator presented placement statistics 2016-2017 and analysis was based on total students, eligible and interested students, companies visited and students placed.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

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Handwritten signatures of various officials:

- A. Singh
- R. Prasad
- Dash
- Bhaskar
- Sharma
- Dash
- Richa
- Singh
- Das



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Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC Meetings 2017-2018

CIRCULAR

NMIET/IQAC/2017-2018-Meeting 4

2nd march, 2018

All IQAC members are requested to attend the quarterly meeting to be held on 5th march, 2018.

Venue: Board Room

Time: 10.00 am

Agenda:

1. Approval of minutes of meeting held on 5th December, 2017.
2. Discussion on curricular and co-curricular activities to be filled and sent by annually to the IQAC.
3. Discussion on student and alumni feedback analysis report.
4. Research Proposals.
5. Discussion on Budget.
6. Academic Audit.

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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 5th March, 2018

The Following Members were Present:

SL NO	CATEGORY	MEMBER
1.	Chairperson	Dr. Niranjan Mishra
2.	Management Representative	Prof. Richa Parida
3.	Faculty	Prof. Rashmi Ranjan Rath Dr. Arun Kumar Rath Prof. Prajnadipta Sahoo Dr. Jyoti Kusum Acharya Prof. Ajaya Kumar Beura Prof. Ashutosh Mahapatra Prof. S.K.Jena Dr. Rabinarayan Bag
4	Administrative Representative	Mr.B.K.Mishra
5	Student	Mr. Rahul Gupta Mr. Sasank Parida
6	Alumni	Mr. Priyabrata Mishra
7	Industry	Prof. Santosh Dash, Managing Director, Pinnacle HR
8	Parent	Mr. Ajaya Kumar Sarangi
9	Coordinator, IOAC	Prof. Pravat Routray

Minutes of meeting was started with the opening remark of the principal about the importance of Internal Quality Assurance Cell (IQAC) and its functions.

1. The IQAC co-ordinator welcomed all members for IQAC meeting.
2. The minutes of last meeting were reviewed.
3. The committee had discussed the following activities:
 - Approval of minutes of meeting held on 5th December, 2017.
 - Discussion on curricular and co-curricular activities to be filled and sent by annually to the IQAC.
 - Discussion on student and alumni feedback analysis report.
 - Research Proposals.
 - Discussion on Budget.
 - Academic Audit.



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Internal Quality Assurance Cell (IQAC)

Discussion topic in IQAC meeting	Action Taken Report
Minutes of last Academic Council meeting	The minutes of the previous meeting was approved by the committee members.
Discussion on curricular and co-curricular activities to be filled and sent by annually to the IQAC.	IQAC coordinator suggested all HODs to submit curricular and co-curricular activities to be filled and sent by annually to the IQAC.
Discussion on student and alumni feedback analysis report.	IQAC coordinator suggested HODs to submit student and alumni feedback analysis report.
Research Proposals.	IQAC coordinator suggested Dean, Research & Development to take necessary actions for improving research grants from various funding agencies. (AICTE, MHRD and UGC).
Discussion on Budget.	Chairperson discussed on budget utilization for financial year 2017-2018. Chairperson requested all HODs to submit budgets proposals for financial year 2018-2019 within stipulated time.
Academic Audit.	Internal academic audit was conducted across all the departments with internal audit team. HODs take necessary actions on recommendation given by the internal audit team.

The outcome of meeting will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

IQAC coordinator concluded thanking all the members for their active participation in the discussion.

Copy to

1. All Deans/HODS/Establishment Section
2. Office of IQAC
3. Administrative officer

Principal

Principal
NM INSTITUTE OF ENGINEERING
& TECHNOLOGY, BHUBANESWAR

P. P. Patra
K. K. Patra
D. D. Patra

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A. Acharya