



Centurion  
UNIVERSITY  
*Shaping Lives...  
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# Centurion University of Technology and Management, Paralakhemundi

## Internal Quality Assurance Cell

Minutes of the 14th meeting of the IQAC held on ...22.12.2015..... at 4.00 pm in JITM Board Room.

### ***Member Present:***

S. No.	Name	Designation	
1)	Dr. P .S. V. Ramana Rao	Prof., Mech.Engg.	Coordinator
2)	Prof. Durga Padhi	D. R.-Admin.	Member
3)	Mr. S. Kameswara Rao	D. R. Placements	Member
4)	Prof. P. S. Rao	Prof., Mech.Engg.	Member
5)	Prof. S. P. Nanda	Dean (SoA)	Member
6)	Prof. Prafulla Kumar Panda	HoD, Civil Engg.	Member
7)	Prof. K. Madhava Rao	HoD, EEE	Member
8)	Prof. Sandipine Pine	HoD, ECE	Member
9)	Prof. Subendhu Ku Nayak	HoD, CSE	Member
10)	Prof. Rasmi Ranjan Parida	PGP Coordinator (SoM)	Member
11)	Mr. Arun Pandey	Alumni	Member
12)	Mr. A. Rama Krishnam Raju	Nominee from Society	Member
13)	Mr. V. K. Prasad	Industrialist	Member
14)	Prof. Anita Patra	Dean (SoET)	(in Chair)

### **Agenda**

- 1) Ratification of minutes of earlier meeting.
  - 2) Planning of academic activities for ensuing semester.
  - 3) Training & Placement.
  - 4) Admissions for academic year 2016 - 17.
  - 5) Augmenting employability.
  - 6) Departmental Activities.
  - 7) Preparation of Multimedia resources.
  - 8) Any other item with permission of chair.
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- 1) CONSIDERED the minutes of the meeting of IQAC dated 20.11.15..... and since no corrections / objections are raised the minutes are Ratified.
  - 2) CONSIDERED the agenda item 2 viz., planning of academic activities for ensuing semester and RESOLVED that all HODs initiate the following activities:
    - (i) Workload Distribution Chart,
    - (ii) Department Time-Table,
    - (iii) List of Existing FE subjects and the list of FE subjects proposed to be offered.
    - (iv) Vacation / Detention Plan

FURTHER RESOLVED that the workload distribution of the teachers be counted with one teacher per a batch of 30 students in all laboratory / practice courses.

- 3) CONSIDERED the agenda item 3 viz., training and placement for the final year students and upon hearing from the D.R. (T & P), who was present the members have noted that the following companies are visiting for the campus recruitment.
- a) Retailon
  - b) Argusoft
  - c) Braintechnosys
  - d) Braintech
  - e) Datamato
  - f) Gyansys

It was also informed by DR (T & P) that, special training sessions for the 6<sup>th</sup> semester students with regard to Group discussion, CV writing and mock have been planned and necessary schedules are under finalisation. Subsequently the members have expressed their satisfaction on the initiative from T & P cell and

RESOLVED that all HODs apprise the students of their respective branches to best make use of the provision and get trained for bagging the placements.

- 4) CONSIDERED the agenda item 4 viz., admissions for academic year 2016 - 17 and after reviewing modusoperandi followed during 2015 - 16 it was  
RESOLVED to continue the same process followed earlier viz., organising admission workshops and parent meets at different places in the hinterland of CUTM.  
ALSO RESOLVED that faculty members are deputed from each department for the same who will not indulge in the process of marketing but will highlight the academic strengths of the institute and the college.  
FURTHER RESOLVED to request all HODs to participate in the ensuing parent meet and elucidate the parents of the infrastructural facilities of the institute and academic excellence of the campus.
- 5) CONSIDERED the steps to be taken for augmenting the employability of the CUTM graduates and  
RESOLVED that each department shall take special initiatives to improve the skills and competence of the students so as to make them more employable.  
ALSO RESOLVED that as a model the conventional projects for final year students be replaced with projects like Smart City Project, CATIA based project, Data Analytics projects.  
FURTHER RESOLVED that the projects be allotted with the domain back ground so that the students receive hands on practical experience before they start their internship.
- 6) CONSIDERED the agenda item 6, ie., departmental activities and after receiving suggestions from the members it is  
RESOLVED that all the HODs be requested to prepare a calendar of the following events beyond curriculum enabling the students receive enhanced technical knowledge and build up better understanding capabilities.
- (i) Expert Lectures by Senior faculty from various institutions and industry professionals,
  - (ii) Field Visits,
  - (iii) Technical quizzes and meets and
  - (iv) Alumni interactions.

- 7) CONSIDERED the need to motivate the students towards self-learning and learning beyond instructional hours in the class room, it is  
RESOLVED to develop E - content for all the courses in all the department that include Power Point

lectures and Video lectures.

ALSO RESOLVED that the HODs insist all the faculty to prepare without fail the E- content of the course they are handling.

FURTHER RESOLVED that the HODs coordinate with MRC team for shooting of the lectures.

- 8) FINALLY since no additional items have been raised by the members, the meeting ended with thanks to the chair.

Paralakhemundi

Dt.:22.12.2015

Prof. P.S.V. Ramana Rao

Coordinator, IQAC



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