



Centurion
UNIVERSITY
*Shaping Lives...
Empowering Communities...*

Centurion University of Technology and Management, Paralakhemundi

Internal Quality Assurance Cell

Minutes of the 15th meeting of the IQAC held on 10.02.2016..... 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) Review of Feedback from Parents meet.
- 3) Preparation of Annual Report.
- 4) Inputs for the Annual BOS.
- 5) Any other item with permission of chair.

- 1) CONSIDERED the minutes of the meeting of IQAC dated 22.12.2015..... and since no corrections / objections are raised the minutes are Ratified.
- 2) Chairperson Dr. Anita Patra has apprised the members about the feedback received during the parents meet held in the Koraput district where in it was pointed out that though the parents were in general appreciated the proctor system, the parents expected more frequent communication from the institute regarding the performance and progress of their wards. Dr. Anita has also informed the members that the parents wished that more companies visit Paralakhemundi campus and conduct the placement interviews instead of students being asked to appear the placement interviews at CIT campus. In consideration of this fact it was

RESOLVED that all HODs convey to the faculty members acting as proctors maintain frequent communication with the parents and forward them the attendance, internal marks and other information of the students to their parents.

FURTHER RESOLVED to request the HODs monitor of the conduct of the proctor classes as per the

schedule provided in the time table and also to insist the proctors to maintain telephonic contact with parents.

ALSO RESOLVED that the proctors be requested to counsel the students towards better performance by them.

ADDITIONALLY RESOLVED to request the Deputy Registrar (T & P) to take necessary steps in mobilizing the placement companies visit Paralakhemundi campus so that the students of JITM have better opportunities of placement.

- 3) The Chairperson has informed the members that all the HODs have been requested to furnish data for preparation of the annual report. As per the proposal of some members to have a uniform pattern for various items of the report it was

RESOLVED that IQAC shall compile the data in a standard format and forward the same to the Registrar for finalization of the annual report.

- 4) CONSIDERED the matter of revising the syllabus in view of the adaptation of Choice Based Credit System and

RESOLVED to request all the HODs interact with alumni and industry personnel and discuss the adequacy or otherwise of the syllabus in various baskets and update the syllabus to meet the industry requirements.

ALSO RESOLVED that all the HODs, after discussing with their counterparts from CIT campus, submit the draft syllabus to DEAN, Academic Affairs for allotting subject codes latest by

- 5) Under any other item the Chairperson has informed the members that steps have been taken to intensify research in the university and in this context Dr. Anita has placed before the members the outcome of the research committee deliberations made in the presence of Dr. Jayarama Reddy, former Vice-chancellor, S.V. University, Tirupathi and senior expert of UGC NAAC committee, the decisions taken thereof being as follows:

- a. School / Department wise task forces have been created to undertake research activities in their respective units. It has been decided that 'Broad Areas of Research', 'Research Titles in Each Area' and the 'Research Proposal' be identified within a time frame of 2 weeks, 8 weeks and 24 weeks respectively. Faculty can also take up book writing in lieu of research projects.
- b. It has been also decided that the departments prepare the projects as per the below given numbers so as to carry out active research:

- i. ECE and EEE - 5 from each campus.
- ii. Mechanical Engineering - 10 from each campus.
- iii. Civil Engineering - 5 from each campus.
- iv. CSE - 5 from each campus.
- v. Physics - 2 from each campus.
- vi. Chemistry - 3 from each campus.
- vii. Mathematics - 3 from each campus.
- viii. Agriculture - 10.
- ix. English - 5 and 3 project proposals from Bhubaneswar and Paralakhemundi campus respectively.
- x. MBA - 7 and 3 project proposals from Bhubaneswar and Paralakhemundi campus respectively

- c. It has been also decided to set up the below given centres:

- (i) Centre for Development in Teaching and Learning (CDTL)
- (ii) University Assessment Centre (UAC)
- (iii) Centre for Innovation, Entrepreneurship and Action Research (CIEA)
- (iv) Centre for Sustainable Development (CSD)
- (v) Centre for Research and Development (CRD)

- 6) Also under any other item the Chairperson has requested the members and also the HODs to prepare action taken reports on various activities undertaken in the departments and to document the same properly and make available for inspection.
- 7) FINALLY since no additional items have been raised by the members, the meeting ended with thanks to the chair.

Paralakhemundi

Dt.:10.02.2016

Prof. P.S.V. Ramana Rao

Coordinator, IQAC

