



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

**Centurion University of Technology and Management**

**School of Pharmacy and Life Sciences**

**Minutes of Meeting July 2022**

**Date: 12<sup>th</sup> July, 2022**

**Time: 11.50 AM**

**Venue: Principal Office, SoPLS**

A Faculty meeting was held to discuss the following agendas

**Agenda Regarding:**

1. B. Pharm-2019 batch project guide allotment
2. Developing labs
3. Distribution of workload

**Resolutions taken:**

Project guide was allotted to the B. Pharm-2019 batch students. Discussion was held for developing labs i.e., Instrumental lab, HAP lab, Pharmacognosy lab as per requirement of PCI. And the smooth functioning of academic activities, principal sir uniformly assigned the workload to the faculty members and herewith a copy of assigned workload is attached.

seeking smooth and healthy cooperation from all faculty members the meeting was ended with vote of thanks.

*GP*  
*12/07/22*

**DEAN**

**SCHOOL OF PHARMACY AND LIFE SCIENCES  
CUTM, BHUBANESWAR**

**SCHOOL OF PHARMACY AND LIFE SCIENCES**  
**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT, Bhubaneswar**  
**INSTITUTIONAL GOVERNANCE 2022-2023**

| Sl.No | Activity  | Name of Coordinator   |                              |
|-------|---|---|------------------------------|
| 1.    | Academic Monitoring Committee   | Mr Himansu Bhusan Samal   |                              |
| 2.    | MOU/ Collaboration/ Project Proposal/Grant  | Dr Amulyaratna Behera   |                              |
| 3.    | Training & Placement/ Career Counselling /Industrial Visit  | Mr Bikash Ranjan Jena<br>Dr Chandan Das   |                              |
| 4.    | Alumni  | Ms. Rasmita Jena  |                              |
| 5.    | Internship/ Industrial training/ Hospital training  | Mr Abhisek Sahu   |                              |
| 6.    | Student Projects  | Mr Yashwant Giri  |                              |
| 7.    | CPCSEA- IAEC/ Animal House  | 1. Mr Suman Mekap<br>2. Ms Jyoshna Rani Dash  |                              |
| 8.    | NAAC/IQAC& NIRF   | 1. Mr Himansu Bhusan Samal<br>2. Ms. Sucharita Babu<br>3. Dr. Rudra Narayan Sahoo<br>4. Mrs Rupali Rupasmita Rout |                              |
| 9.    | Examination/ Result analysis/Student promote/Remedial class record  | Mr Suman Mekap (Co-Ordinator)<br>1. Mr Satish Kanhar<br>2. Mr Gnyana Ranjan Parida<br>3. Ms. Shubhashree Das      |                              |
| 10.   | PCI   | Dr Rudra Narayan Sahoo  |                              |
| 11.   | Books & Library   | Dr Ashirbad Nanda   |                              |
| 12.   | Research & Book Publications/Patent/Conference proceedings Published/Accepted                               | 1. Ms. Shubhashree Das<br>2. Ms Kumudini Sahoo  |                              |
| 13.   | Conference/Guest lecture/ FDP/ Seminar Participated   | 1. Ms Jyoshna Rani Dash<br>2. Mrs Ayushi Praadhan   |                              |
| 14.   | Organisers of Seminar/Conference/Webinar/workshop/Guest lecturer/Alumni Talk (Including all Documentations) | 1. Mr Satya Narayan Tripathy<br>2. Dr Ashirbad Nanda<br>3. Mr Yashwant Giri                                       |                              |
| 15.   | Store In-charge/Purchase  | Dr Ranjan Kumar Sahoo (Co-ordinator)  |                              |
|       |   | Instruments   | 1. Dr Ranjan Kumar Sahoo     |
|       |   | Chemicals   | 2. Mr Satya Narayan Tripathy |
|       | Glassware   | 3. Mr Biswajit Samantaray   |                              |
| 16.   | GPAT/NIPER/other competitive exam   | 1. Mr Satish Kanhar<br>2. Ms Kumudini Sahoo   |                              |
| 17.   | Workload & Time Table/Skilled, Domain & Certificate Course  | 1. Dr Ranjan Kumar Sahoo<br>2. Dr Chandan Das<br>3. Mr Satish Kanhar  |                              |
| 18.   | CSR activity & Achievement (Faculty & Student)  | 1. Mr Biswajit Samantaray<br>2. Ms. Sucharita Babu  |                              |
| 19.   | Monthly faculty meeting and Minutes of Meeting  | Ms Kumudini Sahoo   |                              |
| 20.   | ERP & Courseware  | Dr. Rudra Narayan Sahoo   |                              |
| 21.   | Herbal Garden   | Mr Abhisek Sahu   |                              |
| 22.   | Museum  | Mr Gnyana Ranjan Parida   |                              |
| 23.   | Office Admin & Departmental Maintenance   | Mr Sairaman Mohanty   |                              |

\*NB: Previously assigned persons may handover their respective departmental updated documents to the newly assigned person for smooth conduction of the organization work.

*[Signature]*  
11/12/22  
DEAN

12th July - 2022

| Sl No | Staff Name                  | Designation         | Signature  | Remarks |
|-------|-----------------------------|---------------------|------------|---------|
| 1     | Dr. Gurudutta Pattnaik      | Dean                |            |         |
| 2     | Dr. Amulyaratna Behera      | Professor           |            |         |
| 3     | Dr. Rudra Narayan Sahoo     | Assistant Professor |            |         |
| 4     | Dr. Ranjan Kumar Sahoo      | Assistant Professor |            |         |
| 5     | Dr. Ashirbad Nanda          | Assistant Professor |            |         |
| 6     | Dr. Chandan Das             | Assistant Professor |            |         |
| 7     | Mr Himansu Bhusan Samal     | Associate Professor |            |         |
| 8     | Mr Gnyana Ranjan Parida     | Assistant Professor |            |         |
| 9     | Mr Suman Mekap              | Assistant Professor |            |         |
| 10    | Ms Jyoshna Rani Dash        | Assistant Professor |            |         |
| 11    | Mr. Bikash Ranjan Jena      | Assistant Professor |            |         |
| 12    | Mr. Yashwant Giri           | Assistant Professor |            |         |
| 13    | Mr. Biswajit Samantaray     | Assistant Professor |            |         |
| 14    | Mrs. Ayushi Pradhan         | Assistant Professor |            |         |
| 15    | Ms. Sucharita Babu          | Assistant Professor |            |         |
| 16    | Mr. Abhisek Sahu            | Assistant Professor |            |         |
| 17    | Ms. Shubhashree Das         | Assistant Professor | — ABSENT — |         |
| 18    | Mr. Satish Kanhar           | Assistant Professor |            |         |
| 19    | MRS. RUPALI RUPASMITA ROUT  | Assistant Professor |            |         |
| 20    | MS. RASMITA JENA            | Assistant Professor |            |         |
| 21    | MS. KUMUDINI SAHOO          | Assistant Professor |            |         |
| 22    | MR. SATYA NARAYAN TRIPARTHY | Assistant Professor |            |         |



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## Centurion University of Technology and Management

### School of Pharmacy and Life Sciences

#### Minutes of Meeting August 2022

**Date:** 2<sup>nd</sup> August, 2022

**Time:** 3.30 PM

**Venue:** Principal Office, SoPLS

A Faculty meeting was held to discuss the following agendas

#### Agenda Regarding:

1. B. pharm 5<sup>th</sup> and 7<sup>th</sup> semester and D. pharm 2<sup>nd</sup> year Student Subject Registration Status
2. B. pharm 3<sup>rd</sup> semester time table
3. Proctor allotment for the upcoming session and their responsibilities
4. Role of Class Representative (CR)
5. Plan for FDP (Biovia) for next week
6. Research publication

#### Resolutions taken:

1. Discussion was held for B. pharm 5<sup>th</sup> and 7<sup>th</sup> semester and D. pharm 2<sup>nd</sup> year Student Subject Registration Status and B. pharm 3<sup>rd</sup> semester time table.
2. And also, discussion was held for Proctor allotment for the upcoming session and their responsibilities and herewith a copy of Proctor allotment list is attached.
3. Principal sir also discussed about the responsibilities of Class Representative (CR). And the duty of the Class Representative is act as a prime official channel of communication between teacher and rest of the class, for all monitoring formalities to bring forward any opinions, concerns, and ideas from their classmates regarding their academic experience.
4. Also, principal sir said to keep the weekly meeting in between the proctor and Class Representative, Review meeting for 7<sup>th</sup> semester student project and Course Preparedness meeting of B. pharm 3<sup>rd</sup> semester subject concern faculty members.
5. Also, discussion was held to do plan for FDP (Biovia) for next week.
6. Principal sir also insists to the faculty members to do the research publication as soon as possible.
7. Seeking smooth and healthy cooperation from all faculty members the meeting was ended with vote of thanks.

  
02/08/22

DEAN

SCHOOL OF PHARMACY AND LIFE SCIENCES  
CUTM.BHUBANESWAR



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# Centurion University of Technology and Management

SCHOOL OF PHARMACY & LIFE SCIENCES  
Ramchandrapur, Jataul, Khordha, Bhubaneswar-752050

## PHARMACY PROCTOR LIST 2022-23

| Sl. No | Programme                               | Year/Batch                | Name of the Proctor        | Contact Number |
|--------|---|---------------------------|----------------------------|----------------|
| 1      | B.Pharm                                 | 1 <sup>st</sup> Year/2019 | Mr. Sunan Kumar Meikap     | 9438316431     |
|        |   |                           | Mr. Satish Kumar           | 9437694459     |
| 2      | B.Pharm                                 | 3 <sup>rd</sup> Year/2020 | Dr. Rudra Narayan Sahoo    | 9778437103     |
|        |   |                           | Mr. Bhawanjit Samanturay   | 6370319620     |
|        |   |                           | Ms. Rasmita Jena           | 7008624105     |
| 3      | B.Pharm                                 | 2 <sup>nd</sup> Year/2021 | Dr. Ashirbad Nanda         | 9777533626     |
|        |   |                           | Mr. Satya Narayan Tripathy | 9861161188     |
|        |   |                           | Ms. Kumudini Sahoo         | 9337953625     |
| 4      | B.Pharm                                 | 1 <sup>st</sup> Year/2022 | Mr. Yashwant Giri          | 9304337172     |
|        |   |                           | Ms. Shubhasree Das         | 7008177685     |
|        |   |                           | Mrs. Ayushi Pradhan        | 8328881514     |
|        |   |                           | Mr. Gyana Ranjan Parida    | 9337033313     |
| 5      | D.Pharm                                 | 2 <sup>nd</sup> Year/2021 | Dr. Chandan Das            | 8144341747     |
|        |   |                           | Ms. Rupali Rupasmita Rout  | 7008976674     |
| 6      | D.Pharm                                 | 1 <sup>st</sup> Year/2022 | Mr. Abhisek Sahu           | 7008478136     |
|        |   |                           | Ms. Jyoshnarani Dash       | 8639534629     |
| 7      | M.Pharm<br>(Pharmaceutics)              | 2 <sup>nd</sup> Year/2021 | Dr. Amulyaratna Behera     | 8455063822     |
|        | M.Pharm<br>(Industrial Pharmacy)        |                           |                            |                |
| 8      | M.Pharm<br>(Pharmaceutics)              | 1 <sup>st</sup> Year/2022 | Mr. Himansu Bhusan Samal   | 9493393994     |
| 9      | M.Pharm<br>(Industrial Pharmacy)        | 1 <sup>st</sup> Year/2022 |                            |                |
| 10     | M.Pharm<br>(Pharmaceutical<br>Analysis) | 1 <sup>st</sup> Year/2022 | Mr. Bikash Ranjan Jena     | 8639431464     |
| 11     | MBA in<br>Pharmaceutical<br>Management  | 1 <sup>st</sup> Year/2021 | Dr. Ranjan Kumar Sahoo     | 8801301176     |

  
DEAN

SoPLS, CUTM, Bhubaneswar

**DEAN**

SCHOOL OF PHARMACY AND LIFE SCIENCES  
CUTM. BHUBANESWAR

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BIHUANESWAR**

Date : 2/8/22

| Sr. No. | Name of the Faculty       | Designation         | Signature  | Remarks |
|---------|---------------------------|---------------------|------------|---------|
| 1       | Mr. Gurudutta Pattnaik    | Principal           |            |         |
| 2       | Dr. Amulyaratna Behera    | Professor           |            |         |
| 3       | Dr. Ranjan Kumar Sahoo    | Assistant Professor |            |         |
| 4       | Dr. Rudra Narayan Sahoo   | Assistant Professor |            |         |
| 5       | Dr. Chandan Das           | Assistant Professor |            |         |
| 6       | Dr. Ashirbad Nanda        | Assistant Professor |            |         |
| 7       | Mr Himansu Bhusan Samal   | Associate Professor |            |         |
| 8       | Mr Suman Kumar Mekap      | Assistant Professor |            |         |
| 9       | Mr Bikash Ranjan Jena     | Assistant Professor |            |         |
| 10      | Mr Gnyana Ranjan Parida   | Assistant Professor |            |         |
| 11      | Mr Yashwant Giri          | Assistant Professor |            |         |
| 12      | Ms. Jyoshna rani Dash     | Assistant Professor |            |         |
| 13      | Mr Abhisek Sahu           | Assistant Professor | ← ABSENT → |         |
| 14      | Ms Ayushi Pradhan         | Assistant Professor |            |         |
| 15      | Ms Sucharita Babu         | Assistant Professor | ← ABSENT → |         |
| 16      | Mr Biswajit Samantaray    | Assistant Professor |            |         |
| 17      | Ms Shubhashree Das        | Assistant Professor |            |         |
| 18      | Mr Satish Kanhar          | Assistant Professor |            |         |
| 19      | Mrs Rupali Rupasmita Rout | Assistant Professor |            |         |
| 20      | Ms Rasmita Jena           | Assistant Professor |            |         |
| 21      | Ms Kumudini Sahoo         | Assistant Professor |            |         |
| 22      | Mr Satya Narayan Tripathy | Assistant Professor |            |         |



Centurion  
UNIVERSITY  
Wounded 11/11  
Founded 1983

## Centurion University of Technology and Management

### School of Pharmacy and Life Sciences

#### Minutes of Meeting August 2022

**Date:** 24<sup>th</sup> August, 2022

**Time:** 3.30 PM

**Venue:** Principal Office, SoPLS

A Faculty meeting was held to discuss the following agendas

#### **Agenda Regarding:**

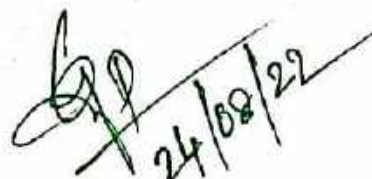
1. Feedback analysis and action to be taken for B. Pharm 5<sup>th</sup> and 7<sup>th</sup> semester.
2. Cos-POs-PSOs attainment by individual faculty
3. Class/Lab adjustment during leave
4. B. Pharm 7<sup>th</sup> semester and M. Pharm project progress
5. Library Books and Chemical Stock
6. PG analysis department
7. Lab attendant
8. Industrial visit
9. Any MOU by placement team
10. Result Analysis

#### **Resolutions taken:**

1. Discussion was held for the feedback analysis which was already taken for the B. Pharm 5<sup>th</sup> and 7<sup>th</sup> semester students and for that proper action will be taken by the competent authority.
2. Instructions was given to the individual subject concern faculty for the COs-POs-PSOs attainment.
3. Discussion was held for Class/Lab adjustment during leave; Whenever a Faculty Member intends to take leave, the Faculty Member should get the leave sanctioned in advance and with proper alternate arrangements made for class / lab. In case of emergency, it must be informed with appropriate alternate arrangements suggested.
4. Discussion was held for the B. Pharm 7<sup>th</sup> semester and M. Pharm 3<sup>rd</sup> semester project progress.
5. Discussion was held for the issue of Library Books and Chemicals.

6. Discussion was held for development of labs i.e., PG analysis department lab, HAP lab, Pharmacognosy lab as per requirement of PCI.
7. Discussion was held for recruitment for Lab attendant as per requirement of PCI.
8. Discussion was held for Industrial visit which is going to be held on dated 27/08/2022.
9. Discussion was held for planning any MOU by placement team.
10. Also, Discussion was held for M. Pharm 2<sup>nd</sup> Semester result analysis.

Seeking smooth and healthy cooperation from all faculty members the meeting was ended with vote of thanks.

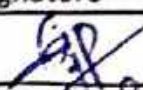
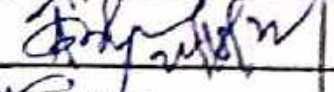
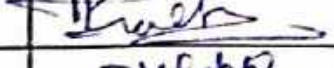


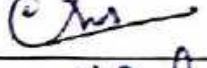
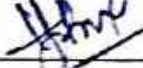

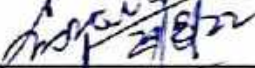
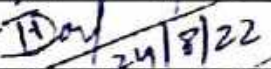
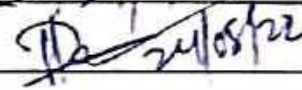
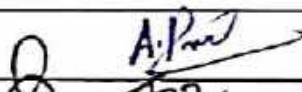
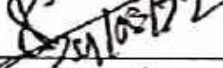

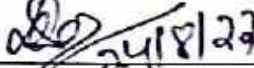
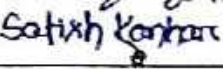

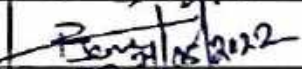
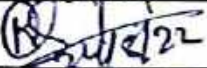
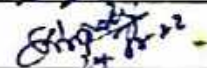
Handwritten signature in black ink, followed by the date 24/08/22 written below it.

**DEAN**

**SCHOOL OF PHARMACY AND LIFE SCIENCES  
CUTM, BHUBANESWAR**



24/08/22

| Sl No | Staff Name                  | Designation         | Signature   | Remarks |
|-------|-----------------------------|---------------------|---|---------|
| 1     | Dr. Gurudutta Pattnaik      | Dean                |    |         |
| 2     | Dr. Amulyaratna Behera      | Professor           |    |         |
| 3     | Dr. Rudra Narayan Sahoo     | Assistant Professor |    |         |
| 4     | Dr. Ranjan Kumar Sahoo      | Assistant Professor |    |         |
| 5     | Dr. Ashirbad Nanda          | Assistant Professor |    |         |
| 6     | Dr. Chandan Das             | Assistant Professor |    |         |
| 7     | Mr Himansu Bhusan Samal     | Associate Professor |    |         |
| 8     | Mr Gnyana Ranjan Parida     | Assistant Professor |    |         |
| 9     | Mr Suman Mekap              | Assistant Professor |    |         |
| 10    | Ms Jyoshna Rani Dash        | Assistant Professor |    |         |
| 11    | Mr. Bikash Ranjan Jena      | Assistant Professor |   |         |
| 12    | Mr. Yashwant Giri           | Assistant Professor |   | ← ABSEN |
| 13    | Mr. Biswajit Samantaray     | Assistant Professor |   |         |
| 14    | Mrs. Ayushi Pradhan         | Assistant Professor |  |         |
| 15    | Ms. Sucharita Babu          | Assistant Professor |  |         |
| 16    | Mr. Abhisek Sahu            | Assistant Professor |  |         |
| 17    | Ms. Shubhashree Das         | Assistant Professor |  |         |
| 18    | Mr. Satish Kanhar           | Assistant Professor |  |         |
| 19    | MRS. RUPALI RUPASMITA ROUT  | Assistant Professor |  |         |
| 20    | MS. RASMITA JENA            | Assistant Professor |  |         |
| 21    | MS. KUMUDINI SAHOO          | Assistant Professor |  |         |
| 22    | MR. SATYA NARAYAN TRIPARTHY | Assistant Professor |  |         |



**Centurion University of Technology and Management**  
**School of Pharmacy and Life Sciences**  
**Minutes of Meeting September 2022**

**Date: 20<sup>th</sup> September, 2022**

**Time: 12.30 PM**

**Venue: Principal Office, SoPLS**

A staff meeting was held in the office of the principal regarding the following agenda.

**Agenda Regarding:**

1. Planning for celebration of World Pharmacist Day
2. Planning for celebration of National Pharmacovigilance Week

**Resolutions:**

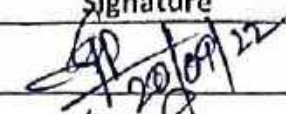
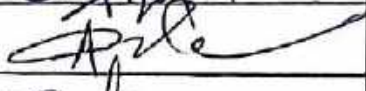
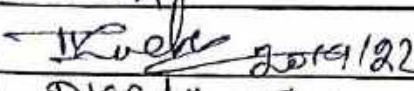
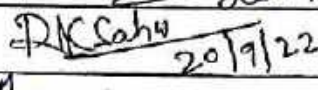
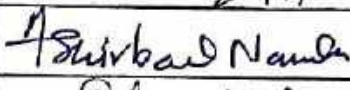
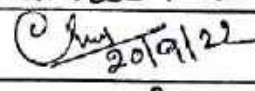
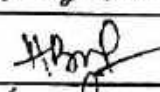
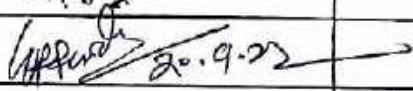
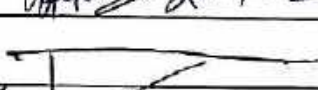
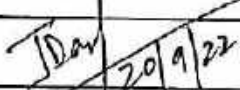
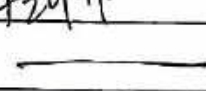

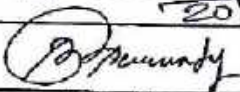
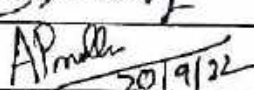
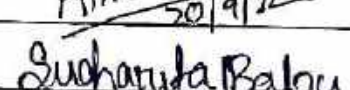
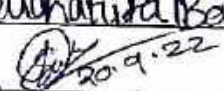
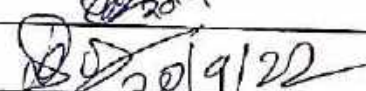
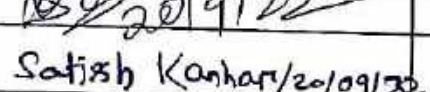
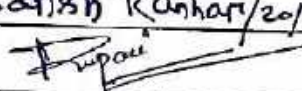
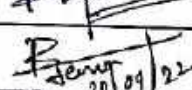
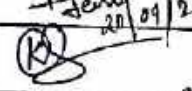
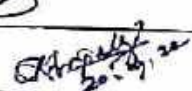
1. The world Pharmacists Day of 2022 has decided to celebrate the day with theme "Pharmacist United in Action for a Healthier World" was finalized to be held on 26<sup>th</sup> September, 2022 in SoPLS, CUTM. Also, discussed regarding Rally, Poster presentation and Quiz competition which will be held between the pharmacy students on that day.
2. National Pharmacovigilance Week of 2022 from 17-23 September, 2022 in the interest of patient safety was finalized to be held on 23<sup>rd</sup> September, 2022 in SoPLS, CUTM with an expert talk.
3. Seeking smooth and healthy cooperation from all faculty members the meeting was ended with vote of thanks.

*SP*  
*20/09/22*

**DEAN**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES**  
**CUTM.BHUBANESWAR**

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**

Date: 20/09/22

| Sl No | Name of the Faculty         | Designation         | Signature  | Remarks      |
|-------|-----------------------------|---------------------|--|--------------|
| 1     | Dr. Gurudutta Pattnaik      | Dean                | <br>20/09/22                 | <del> </del> |
| 2     | Dr. Amulyaratna Behera      | Professor           |                              |              |
| 3     | Dr. Rudra Narayan Sahoo     | Assistant Professor | <br>20/09/22                 |              |
| 4     | Dr. Ranjan Kumar Sahoo      | Assistant Professor | <br>20/09/22                 |              |
| 5     | Dr. Ashirbad Nanda          | Assistant Professor |                              |              |
| 6     | Dr. Chandan Das             | Assistant Professor | <br>20/09/22                 |              |
| 7     | Mr Himansu Bhusan Samal     | Associate Professor |                             |              |
| 8     | Mr Gnyana Ranjan Parida     | Assistant Professor | <br>20.9.22                  |              |
| 9     | Mr Suman Mekap              | Assistant Professor |                              | ABSENT       |
| 10    | Ms Jyoshna Rani Dash        | Assistant Professor | <br>20/09/22                |              |
| 11    | Mr. Bikash Ranjan Jena      | Assistant Professor |                           | ABSENT       |
| 12    | Mr. Yashwant Giri           | Assistant Professor | <br>20/09/22               |              |
| 13    | Mr. Biswajit Samantaray     | Assistant Professor | <br>20/09/22               |              |
| 14    | Mrs. Ayushi Pradhan         | Assistant Professor | <br>20/09/22               |              |
| 15    | Ms. Sucharita Babu          | Assistant Professor |                            |              |
| 16    | Mr. Abhisek Sahu            | Assistant Professor | <br>20.9.22                |              |
| 17    | Ms. Shubhashree Das         | Assistant Professor | <br>20/09/22               |              |
| 18    | Mr. Satish Kanhar           | Assistant Professor | <br>Satish Kanhar/20/09/22 |              |
| 19    | Mrs. Rupali Rupasmitta Rout | Assistant Professor |                            |              |
| 20    | Ms. Rasmita Jena            | Assistant Professor | <br>20/09/22               |              |
| 21    | Ms. Kumudini Sahoo          | Assistant Professor |                            |              |
| 22    | Mr. Satya Narayan Tripathy  | Assistant Professor | <br>20.9.22                |              |



**Centurion University of Technology and Management**  
**School of Pharmacy and Life Sciences**  
**Minutes of Meeting October 2022**

**Date: 13<sup>th</sup> October, 2022**

**Time: 12.45 PM**

**Venue: Principal Office, SoPLS**

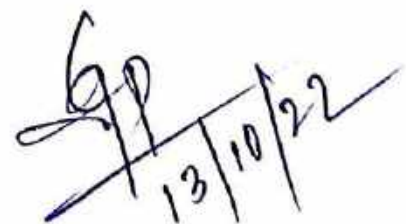
A staff meeting was held in the office of the principal regarding the following agenda.

**Agenda Regarding:**

1. Research Publication
2. Result Analysis

**Resolutions:**

1. Principal sir insists to the faculty members to do the research publication as soon as possible.
2. Discussion was held for result analysis for B. pharm 2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup> and 8<sup>th</sup> Sem and Diploma 1<sup>st</sup> year EOD Paper. For the failed students there will be provided tutorial classes and Counselling required by concern Faculty members.
3. Seeking smooth and healthy cooperation from all faculty members the meeting was ended with vote of thanks.

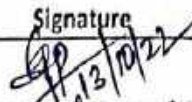
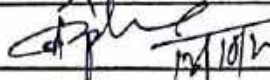
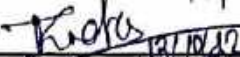
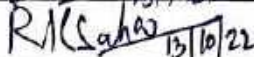
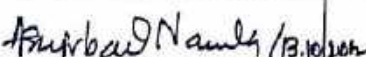

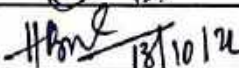

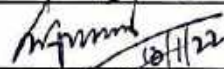
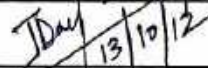

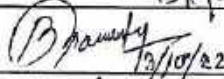
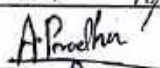
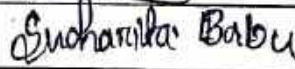
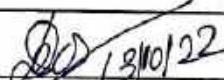
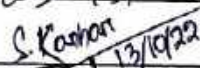
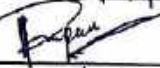
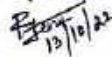

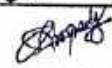
  
13/10/22

**DEAN**

**SCHOOL OF PHARMACY AND LIFE SCIENCES**  
**CUTM.BHUBANESWAR**

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**

Date: 13/10/2022

| Sl No | Name of the Faculty        | Designation         | Signature  | Remarks    |
|-------|----------------------------|---------------------|--|------------|
| 1     | Dr. Gurudutta Pattnaik     | Dean                | <br>13/10/22  |            |
| 2     | Dr. Amulyaratna Behera     | Professor           | <br>13/10/22   |            |
| 3     | Dr. Rudra Narayan Sahoo    | Assistant Professor | <br>13/10/22   |            |
| 4     | Dr. Ranjan Kumar Sahoo     | Assistant Professor | <br>13/10/22   |            |
| 5     | Dr. Ashirbad Nanda         | Assistant Professor | <br>13.10.2022 |            |
| 6     | Dr. Chandan Das            | Assistant Professor | <br>13/10/22  |            |
| 7     | Mr Himansu Bhusan Samal    | Associate Professor | <br>13/10/22   |            |
| 8     | Mr Gnyana Ranjan Parida    | Assistant Professor | <br>13.10.22  |            |
| 9     | Mr Suman Mekap             | Assistant Professor | <br>13/10/22  |            |
| 10    | Ms Jyoshna Rani Dash       | Assistant Professor | <br>13/10/22 |            |
| 11    | Mr. Bikash Ranjan Jena     | Assistant Professor |  | - ABSENT - |
| 12    | Mr. Yashwant Giri          | Assistant Professor | <br>13/10/22 |            |
| 13    | Mr. Biswajit Samantaray    | Assistant Professor | <br>13/10/22 |            |
| 14    | Mrs. Ayushi Pradhan        | Assistant Professor | <br>13/10/22 |            |
| 15    | Ms. Sucharita Babu         | Assistant Professor | <br>13/10/22 |            |
| 16    | Mr. Abhisek Sahu           | Assistant Professor |  | - ABSENT - |
| 17    | Ms. Shubhashree Das        | Assistant Professor | <br>13/10/22 |            |
| 18    | Mr. Satish Kanhar          | Assistant Professor | <br>13/10/22 |            |
| 19    | Mrs. Rupali Rupasmita Rout | Assistant Professor | <br>13/10/22 |            |
| 20    | Ms. Rasmita Jena           | Assistant Professor | <br>13/10/22 |            |
| 21    | Ms. Kumudini Sahoo         | Assistant Professor | <br>13/10/22 |            |
| 22    | Mr. Satya Narayan Tripathy | Assistant Professor | <br>13/10/22 |            |



**Centurion University of Technology and Management**  
**School of Pharmacy and Life Sciences**  
**Minutes of Meeting November 2022**

**Date: 22<sup>nd</sup> November, 2022**

**Time: 12.45 PM**

**Venue: Principal Office, SoPLS**

A staff meeting was held in the office of the principal regarding the following agenda.

**Agenda Regarding:**

1. National pharmacy Week Celebration
2. M. pharm 1<sup>st</sup> semester Orientation program-24<sup>th</sup> Nov
3. Subject allotment of 4<sup>th</sup>, 6<sup>th</sup> and 8<sup>th</sup> semester-7<sup>th</sup> Dec
4. Regarding attendance issue
5. Mentoring class review
6. Industrial visit
7. B. pharm practice school report

**Resolutions:**

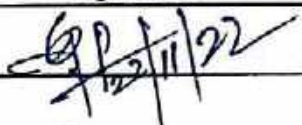
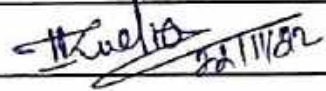
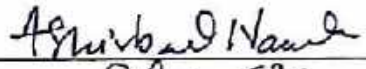
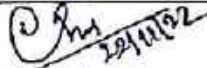
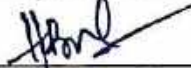

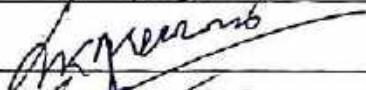
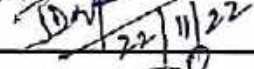


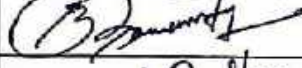
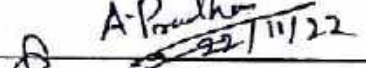
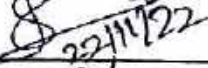
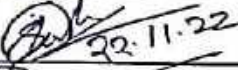
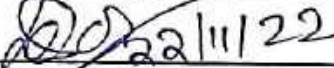
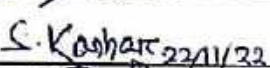



1. The National Pharmacy Week is being celebrated from 21<sup>st</sup> November - 27<sup>th</sup> November on the Theme: **"India-Pharmacy of the World"** in CUTM, Bhubaneswar.
2. SoPLS is organizing Orientation Programme for its new entrant students of M Pharm 1<sup>st</sup> semester during 24<sup>th</sup> November, 2022.
3. Principal sir allotted the subject to the concern faculty members of upcoming 4<sup>th</sup>, 6<sup>th</sup> and 8<sup>th</sup> semester program, also discussed regarding attendance issue, mentoring class review, Industrial visit and B. Pharm Practice School report.
4. Seeking smooth and healthy cooperation from all faculty members the meeting was ended with vote of thanks.

*GP*  
*22/11/22*  
**DEAN**

**SCHOOL OF PHARMACY AND LIFE SCIENCES**  
**CUTM.BHUBANESWAR**

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**

Date: 22/11/22

| Sl No | Name of the Faculty        | Designation         | Signature   | Remarks |
|-------|----------------------------|---------------------|---|---------|
| 1     | Dr. Gurudutta Pattnaik     | Dean                |    |         |
| 2     | Dr. Amulyaratna Behera     | Professor           |   |         |
| 3     | Dr. Rudra Narayan Sahoo    | Assistant Professor |     |         |
| 4     | Dr. Ranjan Kumar Sahoo     | Assistant Professor | _____   | ABSENT  |
| 5     | Dr. Ashirbad Nanda         | Assistant Professor |     |         |
| 6     | Dr. Chandan Das            | Assistant Professor |    |         |
| 7     | Mr Himansu Bhusan Samal    | Associate Professor |    |         |
| 8     | Mr Gnyana Ranjan Parida    | Assistant Professor |   |         |
| 9     | Mr Suman Mekap             | Assistant Professor |   |         |
| 10    | Ms Jyoshna Rani Dash       | Assistant Professor |   |         |
| 11    | Mr. Bikash Ranjan Jena     | Assistant Professor |  |         |
| 12    | Mr. Yashwant Giri          | Assistant Professor |   |         |
| 13    | Mr. Biswajit Samantaray    | Assistant Professor |   |         |
| 14    | Mrs. Ayushi Pradhan        | Assistant Professor |   |         |
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| 18    | Mr. Satish Kanhar          | Assistant Professor |   |         |
| 19    | Mrs. Rupali Rupasmita Rout | Assistant Professor |   |         |
| 20    | Ms. Rasmita Jena           | Assistant Professor |   |         |
| 21    | Ms. Kumudini Sahoo         | Assistant Professor |   |         |
| 22    | Mr. Satya Narayan Tripathy | Assistant Professor | _____   | ABSENT  |



Centurion  
UNIVERSITY

Centurion University of Technology and Management

School of Pharmacy and Life Sciences

Minutes of Meeting December 2022

Date: 15<sup>th</sup> December, 2022

Time: 2.30 PM

Venue: Principal Office, SoPLS

A staff meeting was held in the office of the principal regarding the following agenda.

**Agenda Regarding:**

1. Upcoming class preparation for B. Pharm
2. M. Pharm Class progress
3. Chemicals and Library books purchase for upcoming session
4. Remedial class for upcoming EOD Students
5. Project work for 8<sup>th</sup> semester
6. Placement progress
7. Publication/patents/books for next year
8. Preparation for question bank
9. Zero contribution member in SoPLS
10. Feedback report of D. Pharm
11. Field visit for D. Pharm
12. Course file and lab manual for the last semester
13. Courseware preparation

**Resolutions:**

Discussion was held for the upcoming B. Pharm class and lab preparation, M. Pharm class progress, Chemicals and Library books purchase, Remedial class for EOD Students, Project work for 8th semester, Placement progress, Publication/patents/books for next year, Preparation for question bank, zero contribution member in SoPLS, Feedback report of D. Pharm, Field visit for D. Pharm, Course file and lab manual for the last semester and Courseware preparation.

Seeking smooth and healthy cooperation from all faculty members the meeting was ended with vote of thanks.

  
15/12/22

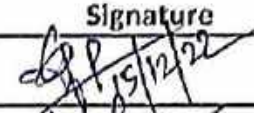
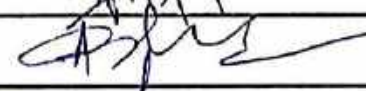
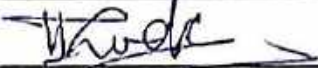

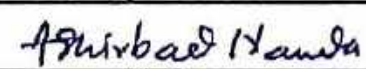
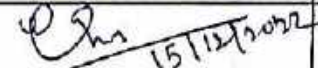
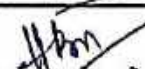
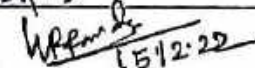
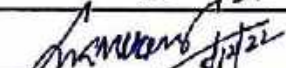
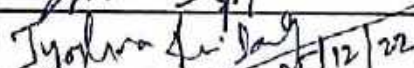
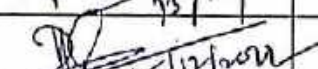
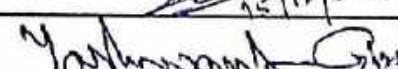
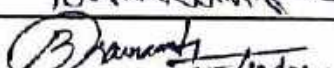
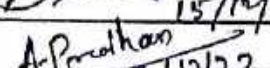
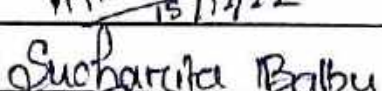

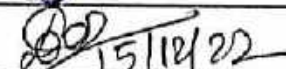
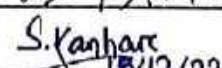



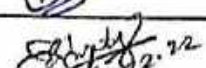
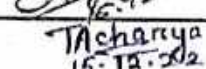
DEAN

SCHOOL OF PHARMACY AND LIFE SCIENCES  
CUTM, BHUBANESWAR



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**

Date: 15/12/2022

| Sl No | Name of the Faculty         | Designation         | Signature  | Remarks |
|-------|-----------------------------|---------------------|--|---------|
| 1     | Dr. Gurudutta Pattnaik      | Dean                | <br>15/12/22        |         |
| 2     | Dr. Amulyaratna Behera      | Professor           |                      |         |
| 3     | Dr. Rudra Narayan Sahoo     | Assistant Professor |                      |         |
| 4     | Dr. Ranjan Kumar Sahoo      | Assistant Professor | <br>R.K. Sahoo       |         |
| 5     | Dr. Ashirbad Nanda          | Assistant Professor | <br>Ashirbad Nanda   |         |
| 6     | Dr. Chandan Das             | Assistant Professor | <br>15/12/2022      |         |
| 7     | Mr Himansu Bhusan Samal     | Associate Professor |                    |         |
| 8     | Mr Gnyana Ranjan Parida     | Assistant Professor | <br>15/12/22      |         |
| 9     | Mr Suman Meikap             | Assistant Professor | <br>15/12/22       |         |
| 10    | Ms Jyoshna Rani Dash        | Assistant Professor | <br>15/12/22       |         |
| 11    | Mr. Bikash Ranjan Jena      | Assistant Professor | <br>15/12/2022    |         |
| 12    | Mr. Yashwant Giri           | Assistant Professor | <br>Yashwant Giri  |         |
| 13    | Mr. Biswajit Samantaray     | Assistant Professor | <br>15/12/22.      |         |
| 14    | Mrs. Ayushi Pradhan         | Assistant Professor | <br>15/12/22       |         |
| 15    | Ms. Sucharita Babu          | Assistant Professor | <br>Sucharita Babu |         |
| 16    | Mr. Abhisek Sahu            | Assistant Professor |                   |         |
| 17    | Ms. Shubhashree Das         | Assistant Professor | <br>15/12/22      |         |
| 18    | Mr. Satish Kanhar           | Assistant Professor | <br>15/12/22      |         |
| 19    | Mrs. Rupali Rupasmitta Rout | Assistant Professor | <br>15/12/22       |         |
| 20    | Ms. Rasmita Jena            | Assistant Professor | <br>15/12/2022     |         |
| 21    | Ms. Kumudini Sahoo          | Assistant Professor |                   |         |
| 22    | Mr. Satya Narayan Tripathy  | Assistant Professor | <br>15.12.22      |         |
| 23.   | Trayambica Acharya          |                     | <br>15.12.22      |         |

Date: 04<sup>th</sup> January, 2023

Time: 1.15 PM

Venue: Principal Office, SoPLS

A faculty interaction was held in the principal office of SoPLS in the presence of Dean Academic and Prof. P.K. Mohanty and Dean of SoPLS Prof. Gurudutta Pattnaik regarding the following agenda.

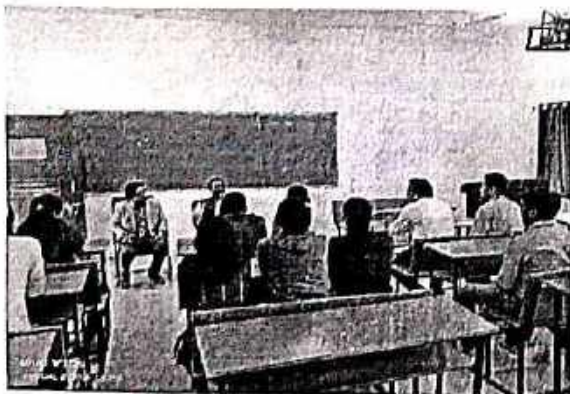
**Agenda Regarding:**

1. Courseware preparation
2. Students' attendance report
3. Assignment and PPT presentation by students
4. Maintain Zero debarred students
5. Mentoring class-career counselling
6. Remedial class for slow learner
7. Alumni talk/Expert talk
8. Teaching Pedagogy
9. Placement Target
10. PhD Progression

**Resolutions:**

Discussion was held for courseware preparation; it must be updated by individual faculty member as soon as possible. Student attendance must be recorded. And maintain Zero debarred students Because, it has found a strong correlation between attendance for school and academic performance and success. Who miss school frequently often fall behind— both academically as well as professionally. Absence from school is often the biggest single cause of poor performance and achievement. Assignment and PPT presentation must be given by students because an assignment and presentation are a task. It provides opportunity for students to learn, practice and demonstrate they have achieved the learning goals. It provides the evidence for the teacher that the students have achieved the goals. Mentoring class must be taken by the mentor or career coordinator to motivate the students because the mentor plays a supportive and advisory role for the student, which helps the development and growth of the skills and knowledge through the former's experience.

Alumni talk/ Expert talk must be arranged because talk to someone who has experienced studying or researching in the university that you are thinking of attending before you make your study abroad choice. And alumni will be able to tell you the kind of job opportunities available for the graduates of a specific university and specific programs or degrees of that university. And discussion was held to make quality academic and placement target. Also, discussion was held for PhD progression, so the PhD work must discuss and review within some period of time. Seeking smooth and healthy cooperation from all faculty members the interaction was ended with vote of thanks.



Photographs of the event

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**

Date: 04-01-2023

| Sl No | Name of the Faculty        | Designation         | Signature   | Remarks |
|-------|----------------------------|---------------------|-------------|---------|
| 1     | Dr. Gurudutta Pattnaik     | Dean                |             |         |
| 2     | Dr. Amulyaratna Behera     | Professor           |             |         |
| 3     | Dr. Rudra Narayan Sahoo    | Assistant Professor | ← ABSENT →  |         |
| 4     | Dr. Ranjan Kumar Sahoo     | Assistant Professor | R K Sahu    |         |
| 5     | Dr. Ashirbad Nanda         | Assistant Professor | ← ABSENT →  |         |
| 6     | Dr. Chandan Das            | Assistant Professor |             |         |
| 7     | Mr Himansu Bhusan Samal    | Associate Professor |             |         |
| 8     | Mr Gnyana Ranjan Parida    | Assistant Professor |             |         |
| 9     | Mr Suman Mekap             | Assistant Professor |             |         |
| 10    | Ms Jyoshna Rani Dash       | Assistant Professor |             |         |
| 11    | Mr. Bikash Ranjan Jena     | Assistant Professor |             |         |
| 12    | Mr. Yashwant Giri          | Assistant Professor |             |         |
| 13    | Mr. Biswajit Samantaray    | Assistant Professor |             |         |
| 14    | Mrs. Ayushi Pradhan        | Assistant Professor |             |         |
| 15    | Ms. Sucharita Babu         | Assistant Professor | ← ABSENT. → |         |
| 16    | Mr. Abhisek Sahu           | Assistant Professor |             |         |
| 17    | Ms. Shubhashree Das        | Assistant Professor |             |         |
| 18    | Mr. Satish Kanhar          | Assistant Professor | ← ABSENT →  |         |
| 19    | Mrs. Rupali Rupasmita Rout | Assistant Professor |             |         |
| 20    | Ms. Rasmita Jena           | Assistant Professor |             |         |
| 21    | Ms. Kumudini Sahoo         | Assistant Professor |             |         |
| 22    | Mr. Satya Narayan Tripathy | Assistant Professor |             |         |



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES**  
**MINUTES OF MEETING JANUARY 2023**

**Date: 18<sup>th</sup> January, 2023**

**Time: 4.30 PM**

**Venue: Principal Office, SoPLS**

A faculty interaction was held in the principal office of SoPLS regarding the following agenda.

**Agenda Regarding:**

1. B. Pharm odd semester result analysis
2. Remedial classes
3. Departmental activities distribution
4. B. Pharm 2<sup>nd</sup> Sem Workload distribution

**Resolutions:**

Discussion was done for the result analysis of B. Pharm odd semester and principal sir instruct to the faculty members for arrangement of remedial classes for backlog students. Also, discussion was held for the departmental activities and workload distribution among the staffs and faculty members and a copy of workload attached herewith.

Seeking smooth and healthy cooperation from all faculty members the interaction was ended with vote of thanks.



Photographs

*[Signature]*  
18/01/23  
**DEAN**

**SCHOOL OF PHARMACY AND LIFE SCIENCES**  
**CUTM, BHUBANESWAR**

**SCHOOL OF PHARMACY AND LIFE SCIENCES**  
**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT, BHUBANESWAR**  
**INSTITUTIONAL GOVERNANCE-2023 wef 19-01-2023**

| S. No | Activity   | Name of Coordinator   | Faculty Sign |
|-------|--|---|--------------|
| 1.    | Academic Monitoring Committee  | Dr. Gurudutta Pattnaik<br>Mr Himansu Bhusan Samal                                   |              |
| 2.    | Centre for Drug Design (Independent Ethical Committee, Product development and Biovia)     | Dr. Gurudutta Pattnaik & Team   |              |
| 3.    | Project Proposal/Grant/Seminar and Conference  | Dr Amulyaratna Behera   |              |
| 4.    | Training & Placement/ Career Counselling /Industrial Visit/MOU                             | Mr Bikash Ranjan Jena   |              |
| 5.    | Alumni documentation and Alumni Talk   | Ms. Rasmita Jena  |              |
| 6.    | Medical store Internship/ Industrial training/ Hospital training                           | Mr Sairaman Mohanty   |              |
| 7.    | Student Projects (B. Pharm & M. Pharm)   | Mr Yashwant Giri  |              |
| 8.    | CPCSEA and Animal House  | 1. Mr Suman Mekap<br>2. Ms Jyoshna Rani Dash  |              |
| 9.    | NAAC/IQAC& NIRF  | 1. Mr Himansu Bhusan Samal<br>2. Ms. Sucharita Babu<br>3. Mrs Rupali Rupasmita Rout |              |
| 10.   | Examination/ Result analysis/Student promote/Remedial class record                         | 1. Mr Suman Mekap<br>2. Mr Gnyana Ranjan Parida                                     |              |
| 11.   | PCI  | 1. Mr Himansu Bhusan Samal<br>2. Dr Amulyaratna Behera                              |              |
| 12.   | Books & Library  | Dr Ashirbad Nanda   |              |
| 13.   | Research Paper /Book /Patent/Conference proceedings Publications                           | Ms. Shubhashree Das   |              |
| 14.   | Conference/Guest lecture/ FDP/ Seminar Participated by faculty and students' documentation | 1. Ms Jyoshna Rani Dash<br>2. Mrs Ayushi Pradhan                                    |              |
| 15.   | Organisers of Webinar/workshop/Guest lecturer/Expert Talk                                  | Mr Satya Narayan Tripathy   |              |
| 16.   | Store In-charge, Purchase & Maintenance  | 1. Mr Abhisek Sahu<br>2. Mr Biswajit Samantaray<br>3. Dr Ashirbad Nanda             |              |
| 17.   | Workload & Time Table  | 1. Mr Gnyana Ranjan Parida<br>2. Mr Satish Kanhar                                   |              |
| 18.   | CSR activity & Achievement (Faculty & Student)   | 1. Mr Biswajit Samantaray<br>2. Ms. Sucharita Babu<br>3. Mrs Rupali Rupasmita Rout  |              |
| 19.   | Monthly faculty meeting and Minutes of Meeting   | Ms Kumudini Sahoo   |              |
| 20.   | ERP  | Mr Gnyana Ranjan Parida   |              |
| 21.   | Courseware   | 1. Mrs Ayushi Pradhan<br>2. Mrs Rupali Rupasmita Rout                               |              |
| 22.   | Herbal Garden  | Mr Abhisek Sahu   |              |
| 23.   | Office Administration & Overall Departmental Maintenance                                   | Mr Sairaman Mohanty   |              |

\*NB: Previously assigned persons may handover their respective departmental updated documents to the newly assigned person for smooth conduction of the organization work.

**DEAN**

SCHOOL OF PHARMACY AND LIFE SCIENCES, SoPLS, Bhubaneswar  
**CUTM, BHUBANESWAR**


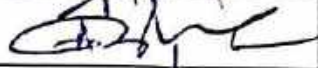
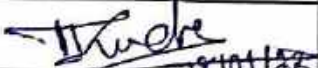
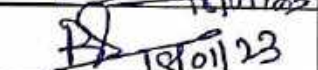
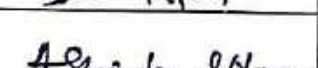
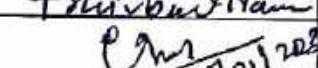

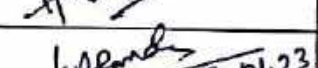

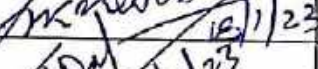


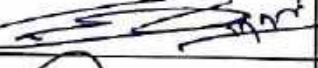
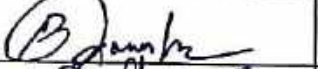
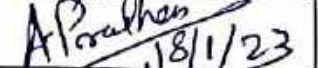
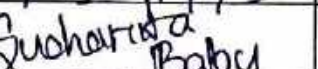
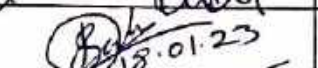
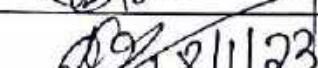
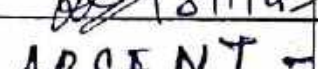
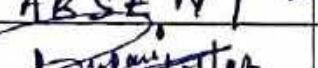
**DEAN**

18/01/23

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BIIUBANESWAR**

**MINUTES OF MEETING**

Date: 18/01/2023

| Sl No | Name of the Faculty        | Designation         | Signature   | Remarks |
|-------|----------------------------|---------------------|---|---------|
| 1     | Dr. Gurudutta Pattnaik     | Dean                | <br>18/01/23   |         |
| 2     | Dr. Amulyaratna Behera     | Professor           |                |         |
| 3     | Dr. Rudra Narayan Sahoo    | Assistant Professor | <br>18/01/23   |         |
| 4     | Dr. Ranjan Kumar Sahoo     | Assistant Professor | <br>18/01/23   |         |
| 5     | Dr. Ashirbad Nanda         | Assistant Professor | Ashirbad Nanda  |         |
| 6     | Dr. Chandan Das            | Assistant Professor | <br>18/01/2023 |         |
| 7     | Mr Himansu Bhusan Samal    | Associate Professor |               |         |
| 8     | Mr Gnyana Ranjan Parida    | Assistant Professor | <br>18.01.23 |         |
| 9     | Mr Suman Mekap             | Assistant Professor | <br>18/1/23  |         |
| 10    | Ms Jyoshna Rani Dash       | Assistant Professor | <br>18/1/23  |         |
| 11    | Mr. Bikash Ranjan Jena     | Assistant Professor | <br>18/1/23  |         |
| 12    | Mr. Yashwant Giri          | Assistant Professor |              |         |
| 13    | Mr. Biswajit Samantaray    | Assistant Professor |              |         |
| 14    | Mrs. Ayushi Pradhan        | Assistant Professor | <br>18/1/23  |         |
| 15    | Ms. Sucharita Babu         | Assistant Professor | <br>18.01.23 |         |
| 16    | Mr. Abhisek Sahu           | Assistant Professor | <br>18.01.23 |         |
| 17    | Ms. Shubhashree Das        | Assistant Professor | <br>18/1/23  |         |
| 18    | Mr. Satish Kanhar          | Assistant Professor | ABSENT -  |         |
| 19    | Mrs. Rupali Rupasmita Rout | Assistant Professor | <br>18/01/23 |         |
| 20    | Ms. Rasmita Jena           | Assistant Professor | <br>18/01/23 |         |
| 21    | Ms. Kumudini Sahoo         | Assistant Professor | <br>18.01.23 |         |
| 22    | Mr. Satya Narayan Tripathy | Assistant Professor | <br>18.01.23 |         |



**Date:** 09<sup>th</sup> February, 2023

**Time:** 01.30 PM

**Venue:** Principal Office, SoPLS

The newly appointed Dr. Biswajit Mishra, Pro Vice Chancellor of the university recently held an interaction meeting with the faculty members in the Dean office of SoPLS.

**Agenda Regarding:**


1. To introduce the Honourable Pro Vice Chancello, Dr. Biswajit Mishra to the SoPLS faculty and to provide an opportunity for open communication and exchange of ideas.

**Resolutions:**

- During the meeting, the Pro VC (Dr. Biswajit Mishra) introduced himself and his vision for the university. He emphasized the importance of collaboration and teamwork in achieving the university's goals and praised the faculty members for their hard work and dedication.
- The faculty members then had the opportunity to introduce themselves, ask questions and share their concerns, like research funding, support for faculty development, and improving student experience were discussed. The Pro VC listened attentively and respond thoughtfully to each one.

Overall, the interaction meeting was productive and the faculty members were impressed with the Pro VC's leadership style and approach to working with the faculty. They were optimistic about the future of the university under his guidance and looked forward to collaborating with him in their efforts to make the university a leader in education and research.

Seeking smooth and healthy cooperation from all faculty members the interaction was ended with vote of thanks by Dr. Gurudatta Pattnaik (Dean, SoPLS, CUTM).

  
09/02/23  
**DEAN**  
SCHOOL OF PHARMACY AND LIFE SCIENCES  
CUTM, BHUBANESWAR

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**

**MINUTES OF MEETING**

Date: 09/02/2023

| SI No | Name of the Faculty        | Designation         | Signature                       | Remarks |
|-------|----------------------------|---------------------|---------------------------------|---------|
| 1     | Dr. Gurudutta Pattnaik     | Dean                |                                 |         |
| 2     | Dr. Amulyaratna Behera     | Professor           |                                 |         |
| 3     | Dr. Ashirbad Nanda         | Assistant Professor |                                 |         |
| 4     | Mr Himansu Bhusan Samal    | Associate Professor |                                 |         |
| 5     | Mr Gnyana Ranjan Parida    | Assistant Professor | — AB —                          |         |
| 6     | Mr Suman Mekap             | Assistant Professor | <br>9/2/22                      |         |
| 7     | Ms Jyoshna Rani Dash       | Assistant Professor | — AB —                          |         |
| 8     | Mr. Bikash Ranjan Jena     | Assistant Professor | <br>9/2/23                      |         |
| 9     | Mr. Yashwant Giri          | Assistant Professor | <br>09/02/2023                  |         |
| 10    | Mr. Biswajit Samantaray    | Assistant Professor | <br>A-Pradhan<br>9/02/23        |         |
| 11    | Mrs. Ayushi Pradhan        | Assistant Professor | <br>9/02/23                     |         |
| 12    | Ms. Sucharita Babu         | Assistant Professor |                                 |         |
| 13    | Mr. Abhisek Sahu           | Assistant Professor | <br>09.02.2023                  |         |
| 14    | Ms. Shubhashree Das        | Assistant Professor | <br>09/02/23                    |         |
| 15    | Mr. Satish Kanhar          | Assistant Professor | <br>Satish Kanhar<br>09/02/2023 |         |
| 16    | Mrs. Rupali Rupasmita Rout | Assistant Professor | <br>#rprou<br>09/02/23          |         |
| 17    | Ms. Rasmita Jena           | Assistant Professor | <br>09/02/23                    |         |
| 18    | Ms. Kumudini Sahoo         | Assistant Professor | — AB —                          |         |
| 19    | Mr. Satya Narayan Tripathy | Assistant Professor | <br>09.02.23                    |         |
| 20    | Ms. Trayambica Acharya     | RS                  | — AB —                          |         |
| 21    | Mr. Santosh Panda          | Assistant Professor |                                 |         |





**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT  
SCHOOL OF PHARMACY AND LIFE SCIENCES**

**Centurion  
UNIVERSITY**  
Standing For  
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**MINUTES OF MEETING MARCH 2023**

**Date: 1<sup>st</sup> March, 2023**

**Time: 12.30 PM**

**Venue: Principal Office, SoPLS**

A faculty interaction was held in the principal office of SoPLS regarding the following agenda.

**Agenda Regarding:**

1. Course file Update

**Resolutions:**

Discussion was done for the course-file updating of B. Pharm and M. Pharm and In this course file: Course information sheet, Syllabus, Lecture notes, Assignment unit-wise, Individual time table, Internal question paper, Mark sheets, Lab Manual will be updated on/before 9<sup>th</sup> march 2023.

Seeking smooth and healthy cooperation from all faculty members the interaction was ended with vote of thanks.

*GP*  
*01/03/23*

**DEAN**

**SCHOOL OF PHARMACY AND LIFE SCIENCES  
CUTM.BHUBANESWAR**

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, Bhubaneswar**

**MONTHLY FACULTY MEETING**

DATE: 01/03/2023

| SL No | Name of the Faculty        | Designation         | Signature                  | Remarks |
|-------|----------------------------|---------------------|----------------------------|---------|
| 1     | Dr. Gurudutta Pattnaik     | Dean                |                            |         |
| 2     | Dr. Amulyaratna Behera     | Professor           |                            |         |
| 3     | Mr. Himansu Bhusan Samal   | Associate Professor |                            |         |
| 4     | Dr. Ashirbad Nanda         | Assistant Professor |                            |         |
| 5     | Mr. Suman Kumar Mekap      | Assistant Professor | ABSENT                     |         |
| 6     | Mr. Gnyana Ranjan Parida   | Assistant Professor | ABSENT                     |         |
| 7     | Mr. Bikash Ranjan Jena     | Assistant Professor |                            |         |
| 8     | Mr. Yashwant Giri          | Assistant Professor |                            |         |
| 9     | Mr. Biswajit Samantaray    | Assistant Professor |                            |         |
| 10    | Mr. Satish Kanhar          | Assistant Professor | <br>01/03/23               |         |
| 11    | Mrs. Jyoshna Rani Dash     | Assistant Professor | <br>01/03/23               |         |
| 12    | Ms Shubhashree Das         | Assistant Professor | <br>01/03/23               |         |
| 13    | Ms. Rasmita Jena           | Assistant Professor | <br>01/03/23               |         |
| 14    | Ms. Sucharita Babu         | Assistant Professor | <br>Sucharita Babu         |         |
| 15    | Mrs. Ayushi Pradhan        | Assistant Professor | <br>A. Pradhan<br>01/03/23 |         |
| 16    | Mrs. Rupali Rupasmita Rout | Assistant Professor | <br>Rupali<br>01/03/23     |         |
| 17    | Mrs. Kumudini Sahoo        | Assistant Professor |                            |         |
| 18    | Mr. Satya Narayan Tripathy | Assistant Professor |                            |         |
| 19    | Mr. Abhisek Sahu           | Assistant Professor |                            |         |
| 20    | Mr. Santosh Kumar Panda    | Assistant Professor |                            |         |
| 21    | Ms. Rasmita Dash           | Assistant Professor | ABSENT                     |         |
| 22    | Mrs. Trayambica Acharya    | RS                  | ABSENT                     |         |



**CENTURION  
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Empowering Communities*

**Centurion University of Technology and Management**  
**School of Pharmacy and Life Sciences**  
**Minutes of Meeting May 2023**

**Date:** 5<sup>th</sup> May, 2023

**Time:** 4:30pm

**Venue:** Principal office, SoPLS

A faculty interaction was held in the principal office of SoPLS regarding the following agenda.

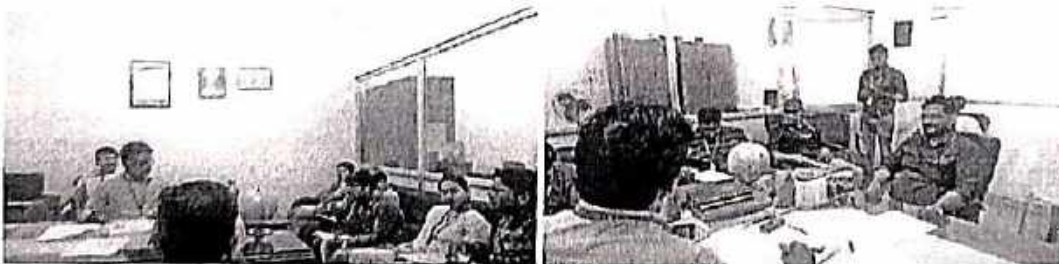
**Agenda Regarding:**

1. Upcoming NAAC documentation

**Resolution**

Discussion was done for the upcoming NAAC inspection and principal sir instructed and assigned to all the faculty members to complete their NAAC related works. He also covered the standard laboratory check list which includes rack for keeping bags and shoe stand, checking of the nameplate of the lab, lab manual, number of machines with company name, machine working condition, and preparation of first aid box etc. He also discussed the operating instructions for fire extinguisher, calibration chart for appropriate instrument, and availability list of software in the lab.

Seeking smooth and healthy cooperation from all faculty members the interaction was ended with vote of thanks.


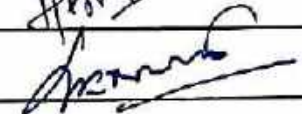
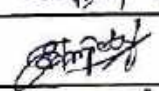
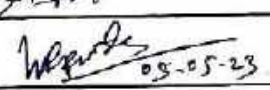
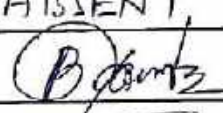
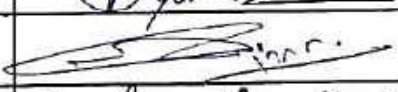
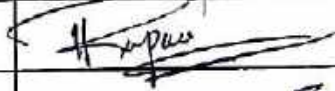





**Photographs**

*GP*  
*05/05/23*

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**  
**MINUTES OF MEETING ATTENDANCE**

DATE: 5/5/2023

| Sr. No. | Name of the Faculty        | Designation            | Signature   |
|---------|----------------------------|------------------------|---|
| 1       | Dr. Gurudutta Pattnaik     | Dean                   |                |
| 2       | Dr. Amulya Ratna Behera    | Professor              | ABSENT  |
| 3       | Dr. Ashirbad Nanda         | Associate Professor    | Ashirbad Nanda  |
| 4       | Mr. Himansu Bhusan Samal   | Associate Professor    | Himansu   |
| 5       | Mr. Suman Kumar Mekap      | Associate Professor    |                |
| 6       | Mr. Bikash Ranjan Jena     | Associate Professor    | ABSENT  |
| 7       | Mr. Satish Kanhar          | Associate Professor    | Satish Kanhar   |
| 8       | Mr. Satya Narayan Tripathy | Associate Professor    |               |
| 9       | Mr. Gyana Ranjan Parida    | Asst. Professor        | <br>05.05.23 |
| 10      | Mrs. Jyoshna Rani Dash     | Asst. Professor        | ABSENT  |
| 11      | Mrs. Shubhashree Das       | Asst. Professor        | ABSENT  |
| 12      | Mr. Abhisek Sahu           | Asst. Professor        | ABSENT  |
| 13      | Mrs. Ayushi Pradhan        | Asst. Professor        | ABSENT  |
| 14      | Mr. Biswajit Samantaray    | Asst. Professor        |              |
| 15      | Mr. Yashwant Giri          | Asst. Professor        |               |
| 16      | Ms. Sucharita Babu         | Asst. Professor        | Sucharita Babu  |
| 17      | Mrs. Rupali Rupasmita Rout | Asst. Professor        |               |
| 18      | Ms. Rasmita Jena           | Asst. Professor        | <br>05/05/23 |
| 19      | Ms. Rasmita Dash           | Asst. Professor        |              |
| 20      | Mr. Sairaman Mohanty       | Office Supdt-cum-Admin |              |



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**Centurion University of Technology and Management**

**School of Pharmacy and Life Sciences**

**Minutes of Meeting May 2023**

**Date: 9<sup>th</sup> May, 2023**

**Time: 11:30 am**

**Venue: Principal office, SoPLS**

A faculty interaction was held in the principal office of SoPLS regarding the following agenda.

**Agenda Regarding:**

1. Discussion about M.Pharm 2<sup>nd</sup> semester upcoming classes.

**Resolution**

Discussion was done for the M.Pharm 2nd semester upcoming classes, time table preparation, workload distribution, and lesson plan for efficient conduct of classes and practicals.

Seeking smooth and healthy cooperation from all faculty members the interaction was ended with vote of thanks.


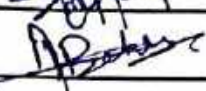
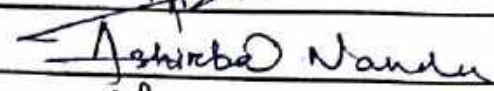
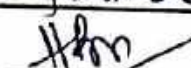
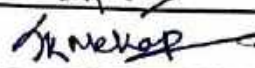

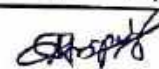
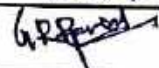


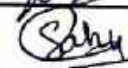
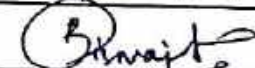

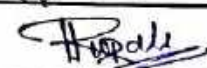


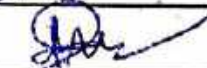


**Photographs**

*GP*  
*10/05/23*

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**  
**MINUTES OF MEETING ATTENDANCE**

DATE: 9/05/2023

| Sr. No. | Name of the Faculty        | Designation            | Signature   |
|---------|----------------------------|------------------------|---|
| 1       | Dr. Gurudutta Pattnaik     | Dean                   |    |
| 2       | Dr. Amulya Ratna Behera    | Professor              |    |
| 3       | Dr. Ashirbad Nanda         | Associate Professor    |    |
| 4       | Mr. Himansu Bhusan Samal   | Associate Professor    |    |
| 5       | Mr. Suman Kumar Mekap      | Associate Professor    |    |
| 6       | Mr. Bikash Ranjan Jena     | Associate Professor    |    |
| 7       | Mr. Satish Kanhar          | Associate Professor    | Satish Kanhar   |
| 8       | Mr. Satya Narayan Tripathy | Associate Professor    |    |
| 9       | Mr. Gyana Ranjan Parida    | Asst. Professor        |    |
| 10      | Mrs. Jyoshna Rani Dash     | Asst. Professor        |   |
| 11      | Mrs. Shubhashree Das       | Asst. Professor        |  |
| 12      | Mr. Abhisek Sahu           | Asst. Professor        |  |
| 13      | Mrs. Ayushi Pradhan        | Asst. Professor        | ABSENT  |
| 14      | Mr. Biswajit Samantaray    | Asst. Professor        |  |
| 15      | Mr. Yashwant Giri          | Asst. Professor        |  |
| 16      | Ms. Sucharita Babu         | Asst. Professor        | Sucharita Babu  |
| 17      | Mrs. Rupali Rupasmita Rout | Asst. Professor        |  |
| 18      | Ms. Rasmita Jena           | Asst. Professor        |  |
| 19      | Ms. Rasmita Dash           | Asst. Professor        |   |
| 20      | Mr. Sairaman Mohanty       | Office Supdt-cum-Admin |  |



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## Centurion University of Technology and Management

### School of Pharmacy and Life Sciences

#### Minutes of Meeting May 2023

**Date:** 17<sup>th</sup> May, 2023

**Time:** 3:30 pm

**Venue:** Principal office, SoPLS

A faculty interaction was held with KVD Prakash sir in the principal office of SoPLS regarding the following agenda.

#### **Agenda Regarding:**

1. CCCDC for organizing FDPs in Pharmacy.

#### **Resolution**



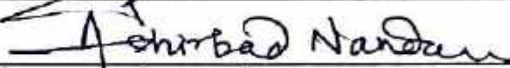

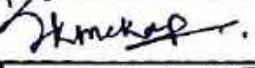
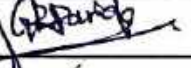
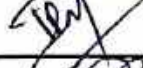

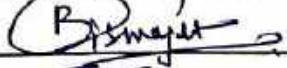


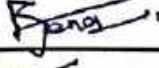

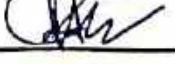
The specific interests of the faculty members for the development program were the subject of the discussion. KVD Prakash sir recommended Miss Rasmita Dash madam as the coordinator for the Centurion Capability and Competency Development Centre (CCCDC) in charge of planning various FDPs for pharmacy and desired everyone's cooperation for the smooth conduct of the same. He spoke about the areas of interest for each faculty member and pledged to make every effort to meet the requirement. Seeking smooth and healthy cooperation from all faculty members the interaction was ended with vote of thanks.



Photographs

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**SCHOOL OF PHARMACY AND LIFE SCIENCES, BHUBANESWAR**  
**MINUTES OF MEETING ATTENDANCE**

DATE: 17/05/2023

| Sr. No. | Name of the Faculty        | Designation            | Signature   |
|---------|----------------------------|------------------------|---|
| 1       | Dr. Gurudutta Pattnaik     | Dean                   |    |
| 2       | Dr. Amulya Ratna Behera    | Professor              |    |
| 3       | Dr. Ashirbad Nanda         | Associate Professor    |    |
| 4       | Mr. Himansu Bhusan Samal   | Associate Professor    |    |
| 5       | Mr. Suman Kumar Mekap      | Associate Professor    |    |
| 6       | Mr. Bikash Ranjan Jena     | Associate Professor    | ABSENT  |
| 7       | Mr. Satish Kanhar          | Associate Professor    | Satish Kanhar   |
| 8       | Mr. Satya Narayan Tripathy | Associate Professor    | ABSENT  |
| 9       | Mr. Gyana Ranjan Parida    | Asst. Professor        |  |
| 10      | Mrs. Jyoshna Rani Dash     | Asst. Professor        |  |
| 11      | Mrs. Shubhashree Das       | Asst. Professor        |  |
| 12      | Mr. Abhisek Sahu           | Asst. Professor        | ABSENT  |
| 13      | Mrs. Ayushi Pradhan        | Asst. Professor        | ABSENT  |
| 14      | Mr. Biswajit Samantaray    | Asst. Professor        |  |
| 15      | Mr. Yashwant Giri          | Asst. Professor        |  |
| 16      | Ms. Sucharita Babu         | Asst. Professor        | Sucharita Babu  |
| 17      | Mrs. Rupali Rupasmita Rout | Asst. Professor        |   |
| 18      | Ms. Rasmita Jena           | Asst. Professor        |  |
| 19      | Ms. Rasmita Dash           | Asst. Professor        |   |
| 20      | Mr. Sairaman Mohanty       | Office Supdt-cum-Admin |  |



# Centurion University of Technology & Management, Bhubaneswar Campus



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Communities

## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 26. 05. 2023

Venue: HoD Chamber

Time: 04.00 PM

### Agenda/Points Discussed:

After the discussion in the meeting and the actions to be followed are given below:

1. The progress in attending the NAAC review compliances of all faculties has been discussed. The lacunae in preparing for the laboratory work need rectification. They are (a) Laboratory exhibits about the faculty owning the lab and staff, (b) Indents must be placed for any requirement (c) Flex drafts are to be given to Susil Babu or Moharana Babu for early printing such as the list of experiments, do's and do not's, shoe/bag stand, exits and entrances, details of the experiment and their calibration status, etc, (d) The fire extinguisher should be active and well-displayed, safety kits and measures, etc must be kept ready.
2. The laboratories must be displayed with the standard operating procedure (SOP) and showcase of some works in the lab as wall portraits or hanging. All the relevant updated codes must be downloaded and kept displayed for students.
3. All faculties were instructed to publish papers, books, book chapters, patents, etc. with utmost priority.
4. No staff shall be allowed on leave without prior permission. They should be engaged in learning Katia/BIM/ BIOVIA etc as per the program.
5. Existing slow learners in the class will be identified and remedial classes will be conducted for them. They are also to be counseled by the mentors regularly.
6. Mentors have to give the dropouts and back paper list of their mentees for the record. The remedial classes are to be taken by the concerned authorities taking either through extra classes, or even extra personal coaching.
7. The 2nd-semester examination was to be conducted offline and all must be engaged in writing articles, and book chapters, conducting seminars, and attending FDPs.

The meeting ended with thanks.

The staff present were:

- |    |                           |                               |  |
|----|---------------------------|-------------------------------|--|
| 1. | Dr. Kamal Kumar Barik     | (Associate. Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)         |  |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)           |  |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)         |  |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)         |  |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)         |  |

Signature HoD  
**Head**

**Civil Engineering, SOET**  
CUTM, Bhubaneswar, Odisha

# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 10.04.2023

Venue: HoD Chamber

Time: 04.30 PM

Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. At the advent of the visit of the NAAC team, importance shall be given to the lab activities along with keeping all instruments ready and in operative condition. The NAAC data as and when required, are to be complied with for further necessary action all staff should cooperate with the NAAC coordinator, Prof Deepak Ku. Sahu.
2. Regarding Class work of the 2<sup>nd</sup>, 4<sup>th</sup>, and 6<sup>th</sup> semester; the course works, projects, and the practical must be emphasized and completed in time. Those faculties did not complete their class must complete by taking extra classes as per their suitability positively. The 8<sup>th</sup>-semester students need to focus, as they have to proceed to internship.
3. Regarding attendance-updating status, the faculties intimated to update the attendance just after taking the class or on the same date otherwise the ERP shall be blocked as per university norms. The MTech projects must be completed on time.
4. Since the NAAC compliance report is at the final stage, all staff must cooperate to complete the assignment and comply with the NAAC Coordinator. Campus-wise teams are constituted to verify the progress. All should cooperate and place the records to the NAAC verification team headed by the Dean.
6. Students are to be counseled by their mentors regularly through meetings. Issues like placement preparedness, academic-related issues, outstanding dues and any other problems encountered are to be sorted out by Dr. S. S. Dash after discussion with HoD.
5. All faculties shall affiliate themselves with any of the research centers. They should actively participate by producing publications, products, and patents. Action to be taken to organize WORKSHOPS, CONFERENCES etc.

The meeting ended with thanks.

The staff present were:

- |    |                           |                              |
|----|---------------------------|------------------------------|
| 1. | Dr. Kamal Kumar Barik     | (Associate Professor, & HoD) |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)        |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)          |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)        |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)        |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)        |

Signature: HoD

Head  
Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha

# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 22.03.2023

Venue: HoD Chamber

Time: 11.30 AM

Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. NAAC activities should be given utmost priority by the faculties. The in-charges along with the Assistants and staff are to make the laboratories ready before the inspection. All the instruments must be well displayed to pose a clear picture of the experiment. The laboratory in-charges are:

- |                                      |                           |
|--------------------------------------|---------------------------|
| 1. Geospatial Laboratory             | Dr. Kamal Kumar Barik     |
| 2. Survey Laboratory                 | Prof. Kumar Chandra Sethi |
| 3. Geotechnical Laboratory           | Dr. Saini Sikta Dash      |
| 4. Transportation Laboratory         | Dr. Jyoti Prakash Giri    |
| 5. Concrete and Material testing lab | Prof. Deepak Kumar Sahu   |

2. The course progress for 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> semester has been reviewed. It was also discussed taking the evaluation of the project works as per the schedule for all the student's given project activities. The completion of the MTech (Structure, Transportation) and Earth Science should be stressed to finish in due time.

3. The 6<sup>th</sup>-semester students have to attend BIM training classes for their upcoming campus recruitment. They have to take the practice classes given by the University in the G-Tech class as scheduled without fail, that are taking place for upcoming campus recruitment.







4. The concerned mentors are to take the initiative to help the students where they have doubts and personal problems in their studies.


5. All faculties were instructed to publish papers, books, book chapters, patents, etc. with utmost priority.

6. All faculty members of Civil Engineering are to conduct mentoring sessions with their respective mentees.

The meeting ended with thanks.

The staff present were:

- |    |                           |                              |  |
|----|---------------------------|------------------------------|--|
| 1. | Dr. Kamal Kumar Barik     | (Associate Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)        |  |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)          |  |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)        |  |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)        |  |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)        |  |

  
Signature: HoD

**Head**  
Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha

# Centurion University of Technology & Management, Bhubaneswar Campus



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Expanding Commitment

## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 24.02.2023

Venue: HoD Chamber

Time: 04.00 PM

### Agenda/Points Discussed:

After the elaborative discussion about the current Civil Engineering Department's day-to-day activities in the meeting and the action plan chalked out to be followed by all faculties are as follows:

1. The project and practice evaluation course progress has been reviewed. It was also discussed to take the evaluation of the project works as per the CUTM agenda and take appropriate action. All faculties should take a pledge on a war footing basis to complete all the course works including practical before the coming examination.
2. Since the NAAC visit is ahead, all staff must sincerely complete their responsibilities given by the NAAC team of the university from time to time.
3. Mentors have to give the dropouts and back paper lists of their mentees for the record. The concerned faculties will take the remedial classes through extra classes, or even extra personal coaching, online.
4. All staff should be well prepared to know your university.
5. All faculties were instructed to take more time for research activities. They should publish papers, books, book chapters, patents, etc. with utmost priority.

The meeting ended with thanks.

The staff present were:

- |    |                           |                               |  |
|----|---------------------------|-------------------------------|--|
| 1. | Dr. Kamal Kumar Barik     | (Associate. Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)         |  |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)           |  |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)         |  |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)         |  |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)         |  |

Signature HoD  
Head

Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha

# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 25.01.2023

Venue: HoD Chamber

Time: 03.00 PM

### Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. Regarding Class work of the 3rd, 5th, and 7th semester; the course works are running well and the updated progress is OK. The 8th-semester students need to focus, as they have to proceed to internship.
2. NAAC data and when required, are to have complied for further necessary action all staff should cooperate with the NAAC coordinator, Prof Deepak Ku. Sahu.
3. Regarding attendance-updating status, the faculties intimated to update the attendance just after taking the class or on the same date or otherwise the ERP shall be blocked as per university norms the ERP shall be blocked on the next day.
4. The timetable needs to be updated and the classes on offline are to be taken in the rooms allotted in the rooms in various buildings.
5. Classes of 1st Semester MTech and BTech 2nd semester are to be taken in offline mode. Subject registration of B.Tech 1st semester students is to be done in time.
6. Students are to be counseled by their mentors regularly through meetings. Issues like placement preparedness, academic-related issues, outstanding dues, and any other problems encountered are to be sorted out by Dr. S. S. Dash after a discussion with HoD.
5. The Work review of all the Domains under the Civil Engineering Dept. needs to be done, from time to time by higher authorities as per schedule.
6. All faculties shall affiliate themselves with any of the research centers. They should actively participate by producing publications, products, and patents.

The meeting ended with thanks.

The staff present were:

- |    |                           |                               |
|----|---------------------------|-------------------------------|
| 1. | Dr. Kamal Kumar Barik     | (Associate. Professor, & HoD) |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)         |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)           |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)         |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)         |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)         |

Signature HoD

**Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha**

# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 21.12.2022

Venue: HoD Chamber

Time: 10.30 AM

Agenda/Points Discussed:

After the discussion in the meeting and the actions to be followed are given below:

1. The course progress of MTech (Structure, Transportation) and MSc. Earth science has been reviewed. The domain course of the domain students are to be done on the fast forward mode. Accordingly the course plan is to be chalked out.
  2. It was discussed to take live project works as per their course and take their classes regularly.
  3. Mentors have to consult with their mentee's and sort out grievances if any. The subject faculty should take the remedial classes or through extra class, or even extra personal coaching to augment knowledge of the poor students.
  4. 1st semester lesson plans are to be uploaded and classes to be started as per the academic calendar. Accordingly the time table for the even semester (existing batch) and odd semester (newly admitted batch) is already circulated among faculty members and students.
  5. The faculties have to submit nev. project appraisal. Attend to compliances made by internal NAAC team. They have to increase the no. of research/ review/ book chapter/ patent publication.
  6. Faculties were asked to prepare the E-materials for their respective subjects which they will be teaching in the even semester.
  7. The semester external practical exam for the practical has been finalized and mail will be circulated to students.
  8. Apart from the above the faculties have to spend more time for learning softwares like KATIA, PYTHON and BIOVIA as a part to the Faculty Development Program.
  9. All staffs allotted duties in Gajajyoti must attend the college.
- The meeting ended with thanks.

The staff present were:

- |    |                           |                               |   |
|----|---------------------------|-------------------------------|---|
| 1. | Dr. Kamal Kumar Barik     | (Associate. Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)         |   |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)           |   |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)         |   |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)         |   |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)         |   |

  
Signature HoD  
**Head**

**Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha**

# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 28.11.2022

Venue: HoD Chamber

Time: 03.10 PM







Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. It was decided to attend to the compliances for the coming the NAAC inspection.
2. It was targeted to increase the publications of nos of research/ review/ book chapter/ patent publication.
3. It was directed to apply for new project proposals. Attempts are to be made for seminars, workshops etc.
4. The course progress has been reviewed and all faculties have been assigned to have course progress to complete the course in time.
5. It was discussed to take live project works as per their course and accordingly review their progress regularly.
6. End semester examination of B.Tech 3rd,5th & 7th was conducted through offline mode from 29/11/2022 to 17/12/2022.
7. Strategic action plans are to be made for 1st Internal for M.Tech (Structure and Transportation) which was to be conducted through offline mode from 01/12/2022 to 05/12/2022. For all the courses of Sem-1 is going to over by 31st Dec. as the last interaction day is 31st Dec. 2022.
8. Mentors have to give maximum effort to have well coordination with their mentee's and try to sortout the problems faced by the students and through remedial classes .
9. All staff allotted duties in Gajajyoti must attend the college.

The meeting ended with thanks.

The staff present were:

- |    |                           |                               |   |
|----|---------------------------|-------------------------------|---|
| 1. | Dr. Kamal Kumar Barik     | (Associate. Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)         |   |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)           |   |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)         |   |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)         |   |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)         |   |

  
Signature HoD  
Head

Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha

# Centurion University of Technology & Management, Bhubaneswar Campus



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UNIVERSITY  
Rising With  
Eloquentia Committed

## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 28.10.2022

Venue: HoD Chamber

Time: 04.30 PM

Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. The course progress has been reviewed and all faculties have to complete the course as per the courseware.
2. HoD thanked Soumya, Pujarini, and Ritika as they are placed in different jobs.
3. It was discussed to take live project works as per their course and take their classes regularly.
4. Mentors have to give the dropouts and back paper list of their mentees for the record. The remedial classes are to be taken by the concerned authorities taking either through extra class, or even extra personal coaching.
4. It was unanimously decided for:
  - a. Preparing for upcoming NAAC inspection.
  - b. To increase the no. of research/ review/ book chapter/ patent publications.
  - c. Apply project proposals.
5. The 2nd internal examination of B.TECH 3rd, 5th, 7th and M.Tech (Structure and Transportation) are to be conducted in Nov-2022. All the Semester is to be conducted through offline mode. Pertinent questions in MCQ form are to be submitted in time. The orientation program for the newcomers are to be done in consultation with HoD.

6. It was also decided that the classes of 3rd, 5th, and 7th-semester classes should be taken as per the schedule and 2nd internal evaluation has been started. 1st-semester lesson plans are to be uploaded and classes started as per the schedule. Time table for the even semester (existing batch) and odd semester (newly admitted batch) is already circulated among faculty members and students.

The meeting ended with thanks.

The staff present were:

- |    |                           |                              |  |
|----|---------------------------|------------------------------|--|
| 1. | Dr. Kamal Kumar Barik     | (Associate Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)        |  |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)          |  |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)        |  |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)        |  |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)        |  |

Signature HoD

**Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha**



# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 16.09.2022

Venue: HoD Chamber

Time: 11.50 AM

Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. Regarding Class work for the 3rd, 5th, and 7th semesters; it is ascertained that all the course works are running well and the progress is OK.
2. Regarding attendance updating status, the faculties were asked to update the attendance just after taking the class. As per University norms, the ERP shall be blocked within two days.
3. Individual workload status updating, it is decided that all should enter their workload status and submit that to the respective HoD for further necessary action.
4. About training and placement, the students are being asked to fill up the biodata soon. Pertinent action shall be taken by Dr. S. S. Dash. Backlog updating has already been done by Er. Deepak Ku. Sahu and sent to HoD for further necessary action.
5. It was decided to prepare for the upcoming NAAC inspection on a war-footing basis.
6. It was instructed to increase the no. of research/ review/ book chapter/ patent publications. An award of incentive is declared by the university. Encouraged to submit project proposals.
7. To provide support for coding and mock PI to train the students for campus placement.

The meeting ended with thanks.

The staff present were:

- |    |                           |                              |   |
|----|---------------------------|------------------------------|---|
| 1. | Dr. Kamal Kumar Barik     | (Associate Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)        |   |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)          |   |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)        |   |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)        |   |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)        |   |

  
Signature, HoD

**Head**  
Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha

# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 28.08.2022

Venue: HoD Chamber

Time: 10.30 AM

Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. The course progress has been reviewed and all faculties have completed the course by 60%. It was discussed to take live project works as per their course and take their classes regularly.
2. All staff allotted NAAC and NABL duties must attend to their task imposed and carry it out.
3. Mentors have to give the dropouts and back paper list of their mentees for the record. The remedial classes are to be taken by the concerned authorities taking either through extra classes, or even extra personal coaching.
4. All should work hard to make successful the upcoming NAAC inspection. They should increase the no. of research/ review/ book chapters/ patent publications, Apply for project proposals.
5. The faculties in charge must support coding and mock PI to train the students for campus placement.
6. There was a discussion about completing the course as per schedule and courseware. All the mentors are requested to perform their duties and the batches allotted are:
  - a. CIVIL 2019-2023 Batch: Mr. Deepak Kumar Sahu
  - b. CIVIL 2020-2024 Batch: Dr. Saine Sikta Dash
  - c. CIVIL 2021-2025 Batch: Dr. Siba Prasad Mishra.

The meeting ended with thanks.

The staff present were:

- |    |                           |                              |  |
|----|---------------------------|------------------------------|--|
| 1. | Dr. Kamal Kumar Barik     | (Associate Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)        |  |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)          |  |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)        |  |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)        |  |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)        |  |

Signature HoD

Head  
Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha

# Centurion University of Technology & Management, Bhubaneswar Campus



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## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 28.07.2022

Venue: HoD Chamber

Time: 12.10 PM

Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. The course progress has been reviewed and all faculties have completed the course by 60%. It was discussed to take live projects and domain works as per their course and take their classes regularly.
2. Mentors have to give the dropouts and back paper list of their mentees for the record. The remedial classes are to be taken by the concerned authorities taking either through extra classes, or even extra personal coaching.
3. The 2nd-semester examination was to be conducted offline and all must be engaged in writing articles, and book chapters, conducting seminars, and attending FDPs.
4. Existing slow learners in the class are to be identified and remedial classes are conducted for them. They are also to be counseled by the mentors regularly.
5. The subject allotment is to be done in the department for the upcoming odd semester and notified to the timetable coordinator.
6. All staff allotted NAAC and NABL duties must attend to their task imposed and carry it out.
7. Dr. Saine Sikta Dash has worked as the Coordinator in the Smart Indian Hacathon - 2022 which was hosted by and held in the CUTM, BBSR campus from 25-29 August 2022.

The meeting ended with thanks.

The staff present were:

- |    |                           |                               |  |
|----|---------------------------|-------------------------------|--|
| 1. | Dr. Kamal Kumar Barik     | (Associate. Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)         |  |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)           |  |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)         |  |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)         |  |
| 6. | Dr. Jyoti Prakash Giri    | (Assistant Professor)         |  |

Signature HoD  
**Head**

**Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha**

# Centurion University of Technology & Management, Bhubaneswar Campus



## School of Engineering and Technology Department of Civil Engineering Minutes of the meeting

Date: 22.06.2022

Venue: HoD Chamber

Time: 03.00 PM





Agenda/Points Discussed:

After the discussion in the meeting and the action to be followed are given below:

1. It is discussed to remain safe during this COVID-19 pandemic (2nd wave) maintaining the SOP by WHO.
2. As the courses of B.Tech., 2nd Semester, is going on offline mode and M.Tech. is going on online mode, it is decided to strictly follow the syllabus and lesson plan as uploaded in the ERP of the University. The external Lab and Practice examination for the 2nd semesters of both B.Tech and M.Tech started on 11th July 2022 and to 18th July 2022 next month are planned to be taken by offline mode.
3. Slow learners in the class are identified and remedial classes are conducted for o them. They are also counseled by the mentors to do it regularly. Remedial classes for students appearing for EOD are to be conducted regularly.
4. Subject allotment is done in the department for the upcoming odd semester and notified to the timetable coordinator.
5. It is decided to increase the number of publications and conduct more webinars and seminars. Initiative to be taken to build up industry relationships to create more opportunities for student summer internships.
6. It was also decided to counsel the students by their mentors regularly through meetings and issues like placement preparedness, academic-related, dues outstanding, and any other faced them were to be sorted out with Hod's appraisal.
7. All faculties are to publish minimum 3(three) publications as per the university norms.

The meeting ended with thanks.

The staff present were:

- |    |                           |                              |   |
|----|---------------------------|------------------------------|---|
| 1. | Dr. Kamal Kumar Barik     | (Associate Professor, & HoD) |  |
| 2. | Dr. Siba Prasad Mishra    | (Associate Professor)        |   |
| 3. | Prof. Kumar Chandra Sethi | (Adjunct Professor)          |   |
| 4. | Dr. Saine Sikta Dash      | (Assistant Professor)        |   |
| 5. | Prof. Deepak Kumar Sahu   | (Assistant Professor)        |   |

  
Signature HoD  
**Head**

**Civil Engineering, SOET  
CUTM, Bhubaneswar, Odisha**



# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 1<sup>st</sup> HoDs Meeting

Date: 28.09.2022

Time: 03:00 P.M.

Venue: JITM Board Room-I

- ❖ 1. Course completion status of 7<sup>th</sup>, 5<sup>th</sup> and 3<sup>rd</sup> semester
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Department event calendar
- ❖ 5. Training and placement activities
- ❖ 6. Anti-Ragging Affidavit status
- ❖ 7. Publication status
- ❖ 8. Others

### Discussion & Decision Taken:

1. Course completion status for the odd semester 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> semester was reviewed. All HoDs were requested to share soft copy of the course completion report through Email to the undersigned.
2. ERP students attendance uploading status was reviewed, all the HoDs noted department wise defaulter faculty members list. They were requested to ensure timely attendance uploading by the faculty members. Mr. Tofan Nahak is advised to share the weekly defaulter list to the concerned HoDs henceforth before the HoDs weekly meeting.
3. Department wise mentor reports reviewed, HoDs were requested to keep submitting the monthly reports along with the Lab reports every month and save a soft copy in the department HoDs file.
4. All Departments to share a monthly department event calendar with next three months activities i.e. workshop/national/international conference/Alumni meet/FDPs etc to be conducted through google sheet. Dr. Prafulla Panda will share the format to all the HoDs.
5. Antiragging online affidavit status by the students was reviewed, all the HoDs/Batch coordinator were requested in the meeting to follow up with all the faculty/mentors and share the reference number in the google sheet shared by the undersigned.
6. Prof. S.N. Padhy is advised to share a google link with a format with all the HoDs for sharing their faculty members current Publication details.
7. Spoken English classes will be started for the students after the dasahara vacation.
8. Upcoming Placement drive status was reviewed in the meeting. The T&P Cell head is requested to share the Placement calendar with all the HoDs and the undersigned, so that planning could be made for training requirement for the students.
9. Department Career Coordinators to attend the Placement meeting.
10. All HoDs-ECE Department was requested to do the needful for start of robotics/hackathon projects in coordination with all the departments after the Dasahara vacation. At least twenty projects should be proposed by all departments.

### List of Members Present:

| Sl. No. | Faculty Name           | DESIGNATION          | Present/Absent |
|---------|------------------------|----------------------|----------------|
| 1       | Dr. Ashish Ranjan Dash | Dean-SoET            | Present        |
| 2       | Dr. Prafulla Panda     | HoD, Civil, PKD      | Present        |
| 3       | Dr. Prajna Pani        | T&P Cell             | Present        |
| 4       | Dr. Sujit Mishra       | HoD-Mechanical       | Present        |
| 5       | Dr. S. Kameswara Rao   | T&P Cell             | Present        |
| 6       | Mr. Debendra Maharana  | HoD, CSE, PKD        | Present        |
| 7       | Mr. Prabhat Patnaik    | HoD, ECE, PKD        | Present        |
| 8       | Mr. S.N. Padhy         | Academic Coordinator | Present        |
| 9       | Mr. Tofan Nahak        | ERP Cell             | Present        |

11.

The meeting ended with a vote of thanks to the Chair.



*A. Dash*  
DEAN-SoET

CC to: All member concerned for information and record.



# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 2<sup>nd</sup> HoDs Meeting

Venue: Office Chamber of Dean

Date: 12.10.2022

Time: 03:30 P.M.

- ❖ 1. Course completion status of 7th,5th and 3rd semester
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Department event calendar
- ❖ 5. Training and placement activities
- ❖ 6. Anti-Ragging Affidavit status
- ❖ 7. Publication status
- ❖ 8. Retreat 2022

### Discussion & Decision Taken:

1. It was discussed to provide Special Pre-Placement Training for the Civil/Mechanical/EEE/ECE branch students by the special trainers, including the department trainings-Action-Dept.Placement Coordinator/HoD concerned.
2. All HoDs are informed in the meeting to submit the semester/branch/subject wise course completion % in every month along with the monthly Lab-OK report and Mentor report.-ACTION- All HoD/Academic Coordinator.
3. ERP Cell is instructed to check/update the Parents mobile number in the ERP, so that SMS must goes to the Parents instead to Students. HoDs are requested to keep reminding faculty members to update ERP from time to time in the dept. meetings/WhatsApp group ACTION-ERP-HEAD/HoD
4. Mentor reports reviewed, advised all HoDs to have a standard online format for Submitting the reports- ACTION-HoDs/Mentors
5. Department calendar/workshop progress status reviewed.
6. Antiragging online affidavit status by the students was reviewed, All the HoDs and the academic coordinator were requested to complete the task by Dt.20.10.2022 and update in the google drive format shared earlier by the undersigned- ACTION-All HoDs/Academic Coordinator
7. Faculty publication details format and progress status to be monitored- ACTION- Prof.S.N.Padhy
8. Planning for Spoken English class work is to be started- ACTION-Academic Coordinator/All HoDs
9. Progress of robotics/hackathon projects was reviewed—ACTION-
10. Retreat-2022 data and document collection and submission details discussed and work assigned to all HoDs and faculty members, so that the final data/documents could be reviewed on Dt.13.10.2022.

### List of Members Present:

| Sl. No. | Faculty Name          | DESIGNATION                      | Present/Absent |
|---------|-----------------------|----------------------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET                        | Present        |
| 2       | Dr.Rajib Majhi        | Rep.of HoD, Civil, PKD           | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical                   | Present        |
| 4       | Dr.Dhawaleswar Rao    | CSE Professor/Career Coordinator | Present        |
| 5       | Mr.Debendra Maharana  | HoD, CSE, PKD                    | Present        |
| 6       | Mr.Sovan Sankalp      | Career Coordinator/Rep.of HoD    | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD                    | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator             | Present        |
| 9       | Mr.Rajesh Mishra      | Career Coordinator/Prof.-ECE     | Present        |
| 10      | Mr.Tofan Nahak        | ERP Cell                         | Present        |
| 11      | Mr.V.Khageswar        | Project Executive-Mechanical     | Present        |

11.

The meeting ended with a vote of thanks to the Chair.

*Arzakh*  
DEAN-SoET

CC to: All member concerned for information and record.





# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 3<sup>rd</sup> HoDs Meeting

Venue: JITM Board Room-1

Date: 28.11.2022

Time: 03:30 P.M.

- ❖ 1. Course completion status of 7<sup>th</sup>,5<sup>th</sup> and 3<sup>rd</sup> semester
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Training and placement activities
- ❖ 5. Anti-Ragging Affidavit status
- ❖ 6. Publication status
- ❖ 7. Others

### Discussion & Decision Taken:

1. Course completion status for the odd semester 3<sup>rd</sup>,5<sup>th</sup> and 7<sup>th</sup> semester was reviewed. All HoDs were requested to share soft copy of the course completion report through Email to the undersigned.
2. ERP students attendance uploading status was reviewed, all the HoDs noted department wise defaulter faculty members list. They were requested to ensure timely attendance uploading by the faculty members. Mr.Tofan Nahak is advised to share the weekly defaulter list to the concerned HoDs henceforth before the HoDs weekly meeting.
3. Department wise mentor reports reviewed, HoDs were requested to keep submitting the monthly reports along with the Lab reports every month and save a soft copy in the department HoDs file.
4. Antiragging online affidavit status by the students was reviewed, all the HoDs/Batch coordinator were requested in the meeting to follow up with all the faculty/mentors and share the reference number in the google sheet shared by the undersigned.
5. Prof.S.N.Padhy is advised to share a google link with a format with all the HoDs for sharing their faculty members current Publication details.
6. Spoken English classes will be started for the students after the dasahara vacation.
7. Upcoming Placement drive status was reviewed in the meeting. The T&P Cell head is requested to share the Placement calendar with all the HoDs and the undersigned, so that planning could be made for training requirement for the students.
8. Department Career Coordinators to attend the Placement meeting.
9. All HoDs-ECE Department was requested to do the needful for start of robotics/hackathon projects in coordination with all the departments after the Dasahara vacation. At least twenty projects should be proposed by all departments.

### List of Members Present:

| Sl. No. | Faculty Name          | DESIGNATION          | Present/Absent |
|---------|-----------------------|----------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET            | Present        |
| 2       | Dr.Prafulla Panda     | HoD, Civil, PKD      | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical       | Present        |
| 4       | Mr.Debendra Maharana  | HoD, CSE, PKD        | Present        |
| 5       | Mr.Prabhat Patnaik    | HoD, ECE, PKD        | Present        |
| 6       | Mr.S.N.Padhy          | Academic Coordinator | Present        |
| 7       | Mr.Tofan Nahak        | ERP Cell             | Present        |

10.

The meeting ended with a vote of thanks to the Chair.

*Arsash*  
DEAN-SoET

CC to: All member concerned for information and record.





# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 4<sup>th</sup> HoDs Meeting

Date: 08.12.2022

Time: 02:00 P.M.

Venue: Board Room-1

- ❖ 1. Course completion status of 7th,5th and 3rd semester
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Training and placement activities
- ❖ 5. Publication status
- ❖ 6. Examination
- ❖ 7. Training & Placement

### Discussion & Decision Taken:

1. The undersigned has reviewed the course completion status of all the departments. All HoDs are informed in the meeting to submit the updated semester/branch/subject wise course completion % in every month along with the monthly Lab-OK report and Mentor report.-ACTION- All HoD/Academic Coordinator.
2. ERP Cell is instructed to check/update the Parents mobile number in the ERP, so that SMS must goes to the Parents instead to Students. HoDs are requested to keep reminding faculty members to update ERP from time to time in the dept. meetings/WhatsApp group.ACTION-ERP-HEAD/HoD
3. Mentor reports reviewed, advised all HoDs to have a standard online format for Submitting the reports- ACTION-HoDs/Mentors
4. Faculty publication details format and progress status to be monitored- ACTION- Prof.S.N.Padhy
5. Planning for Spoken English class work is to be started- ACTION-Academic Coordinator/All HoDs
6. Progress of robotics/hackathon projects was reviewed
7. Examination status for all the semester was reviewed in the meeting. All HoDs were advised to complete the syllabus before the examination and conduct doubt clearing classes for the slow learners.

### List of Members Present:

| Sl. No. | Faculty Name          | DESIGNATION                      | Present/Absent |
|---------|-----------------------|----------------------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET                        | Present        |
| 2       | Dr.Rajib Majhi        | Rep.of HoD, Civil, PKD           | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical                   | Present        |
| 4       | Dr.Dhawaleswar Rao    | CSE Professor/Career Coordinator | Present        |
| 5       | Mr.Debendra Maharana  | HoD, CSE, PKD                    | Present        |
| 6       | Mr.Sovan Sankalp      | Career Coordinator/Rep.of HoD    | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD                    | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator             | Present        |
| 9       | Mr.Rajesh Mishra      | Career Coordinator/Prof.-ECE     | Present        |
| 10      | Mr.Tofan Nahak        | ERP Cell                         | Present        |
| 11      | Mr.V.Khugeswar        | Project Executive-Mechanical     | Present        |

8.

The meeting ended with a vote of thanks to the Chair.

*Arsach*  
DEAN-SoET

CC to: All member concerned for information and record.







**Centurion University of Technology and Management, Odisha, India**

**School of Engineering and Technology, Paralakhemundi**  
**Minutes of 5<sup>th</sup> HoDs Meeting**

Date: 19.12.2022

Time: 02:30 P.M.

Venue: JITM Board Room-1

- ❖ 1. ERP attendance status and defaulter list
- ❖ 2. Course work review
- ❖ 3. Mentoring Reports
- ❖ 4. Training and placement activities
- ❖ 5. Publication status
- ❖ 6. Others

**Discussion & Decision Taken:**

1. ERP students attendance uploading status was reviewed. Mr.Tofan Nahak has shared the defaulter faculty members names with all the HoDs.
2. Course completion status for the odd semester was reviewed. All HoDs were requested to share soft copy of the updated course completion report through Email to the undersigned.
3. Department wise mentor reports reviewed, HoDs were requested to keep submitting the monthly reports along with the Lab reports.
4. Upcoming Placement drive status was reviewed in the meeting. The T&P Cell head is requested to share the Placement calendar with all the HoDs and the undersigned, so that planning could be made for training requirement for the students.
5. Publication status was reviewed in the meeting. All the HoDs were requested to update their publication status in the google drive.

**List of Members Present:**

| Sl. No. | Faculty Name          | DESIGNATION          | Present/Absent |
|---------|-----------------------|----------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET            | Present        |
| 2       | Dr.Prafulla Panda     | HoD, Civil, PKD      | Present        |
| 3       | Dr.Prajna Pani        | T&P Cell             | Present        |
| 4       | Dr.Sujit Mishra       | HoD-Mechanical       | Present        |
| 5       | Dr.S.Kameswara Rao    | T&P Cell             | Present        |
| 6       | Mr.Debendra Maharana  | HoD, CSE, PKD        | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD        | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator | Present        |
| 9       | Mr.Tofan Nahak        | ERP Cell             | Present        |

*Arasah*  
*Pran*  
*Pran*  
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*Pran*  
*Pran*  
*Pran*

The meeting ended with a vote of thanks to the Chair.

*Arasah*  
DEAN-SoET

CC to: All member concerned for information and record.





**Centurion University of Technology and Management, Odisha, India**

**School of Engineering and Technology, Paralakhemundi  
Minutes of 6<sup>th</sup> HoDs Meeting**

Date: 29.12.2022

Time: 03:30 P.M.

Venue: Board Room-1

- ❖ 1. ERP attendance status and defaulter list
- ❖ 2. Course Progress
- ❖ 3. Mentoring Reports
- ❖ 4. Examination
- ❖ 5. Training and placement activities
- ❖ 6. Publication status
- ❖ 7. Others

**Discussion & Decision Taken:**

1. It was discussed to provide Special Pre-Placement Training for the Civil/Mechanical/EEE/ECE branch students by the special trainers, including the department trainings-Action-Dept.Placement Coordinator/HoD concerned.
2. Course completion Progress status reviewed-ACTION- All HoD/Academic Coordinator.
3. ERP progress reviewed. Attendance uploading status was reviewed. ACTION-ERP-HEAD/HoD
4. Mentor reports reviewed, advised all HoDs to have a standard online format for Submitting the reports- ACTION-HoDs/Mentors
5. Antiragging online affidavit status by the students was reviewed, All the HoDs and the academic coordinator were requested to complete the task by Dt.20.10.2022 and update in the google drive format shared earlier by the undersigned- ACTION-All HoDs/Academic Coordinator
6. The undersigned has reviewed the faculty publication progress status. All HoDs were advised to monitor- ACTION- Prof.S.N.Padhy
7. Spoken English class work progress was reviewed- ACTION-Academic Coordinator/All HoDs

**List of Members Present:**

| Sl. No. | Faculty Name          | DESIGNATION                      | Present/Absent |
|---------|-----------------------|----------------------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET                        | Present        |
| 2       | Dr.Rajib Majhi        | Rep.of HoD, Civil, PKD           | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical                   | Present        |
| 4       | Dr.Dhawaleswar Rao    | CSE Professor/Career Coordinator | Present        |
| 5       | Mr.Debendra Maharana  | HoD, CSE, PKD                    | Present        |
| 6       | Mr.Sovan Sankalp      | Career Coordinator/Rep.of HoD    | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD                    | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator             | Present        |
| 9       | Mr.Rajesh Mishra      | Career Coordinator/Prof.-ECE     | Present        |
| 10      | Mr.Tofan Nahak        | ERP Cell                         | Present        |
| 11      | Mr.V.Khageswar        | Project Executive-Mechanical     | Present        |

*Handwritten signatures and initials next to the table, including names like Rajib Majhi, Sujit Mishra, Dhawaleswar Rao, etc.*

The meeting ended with a vote of thanks to the Chair.

*Arsah*  
**DEAN-SoET**

CC to: All member concerned for information and record.





**Centurion University of Technology and Management, Odisha, India**

**School of Engineering and Technology, Paralakhemundi**  
**Minutes of 7<sup>th</sup> HoDs Meeting**

Date: 07.01.2022

Time: 03:00 P.M.

Venue: JITM Board Room-1

- ❖ 1. Course Progress
- ❖ 2. ERP students attendance status
- ❖ 3. Mentoring Reports
- ❖ 4. Department event calendar
- ❖ 5. Training and placement activities
- ❖ 6. Publication status
- ❖ 7. Others

**Discussion & Decision Taken:**

1. Course completion status for the odd semester 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> semester was reviewed. All HoDs were requested to share soft copy of the course completion report through Email to the undersigned.
2. ERP students attendance uploading status was reviewed, Mr. Tofan has shared the defaulter list along with all the HoDs. The HoDs were requested to ensure timely attendance uploading by the faculty members.
3. Department wise mentor reports reviewed, HoDs were requested to keep submitting the monthly reports along with the Lab reports every month and save a soft copy in the department HoDs file.
4. All Departments to share a monthly department event calendar with next three months activities i.e. workshop/national/international conference/Alumni meet/FDPs etc to be conducted through google sheet. Dr. Prafulla Panda will share the format to all the HoDs.
5. Prof. S.N. Padhy is advised to share a google link with a format with all the HoDs for sharing their faculty members current Publication details.
6. Upcoming Placement drive status was reviewed in the meeting. The T&P Cell head is requested to share the Placement calendar with all the HoDs and the undersigned, so that planning could be made for training requirement for the students.
7. Department Career Coordinators were advised to share the placement meeting updates with HoDs.

**List of Members Present:**

| Sl. No. | Faculty Name           | DESIGNATION          | Present/Absent |
|---------|------------------------|----------------------|----------------|
| 1       | Dr. Ashish Ranjan Dash | Dean-SoET            | Present        |
| 2       | Dr. Prafulla Panda     | HoD, Civil, PKD      | Present        |
| 3       | Dr. Prajna Pani        | T&P Cell             | Present        |
| 4       | Dr. Sujit Mishra       | HoD-Mechanical       | Present        |
| 5       | Dr. S. Kameswara Rao   | T&P Cell             | Present        |
| 6       | Mr. Debendra Maharana  | HoD, CSE, PKD        | Present        |
| 7       | Mr. Prabhat Patnaik    | HoD, ECE, PKD        | Present        |
| 8       | Mr. S.N. Padhy         | Academic Coordinator | Present        |
| 9       | Mr. Tofan Nahak        | ERP Cell             | Present        |

8.

The meeting ended with a vote of thanks to the Chair.

*A. Dash*  
**DEAN-SoET**

CC to: All member concerned for information and record.





# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 8<sup>th</sup> HoDs Meeting

Date: 17.01.2023

Time: 02:30 P.M.

Venue: Board Room-1

- ❖ 1. Course Progress review
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Review
- ❖ 4. Examination
- ❖ 5. Training and placement activities
- ❖ 6. Anti-Ragging Affidavit status
- ❖ 7. Publication status

### Discussion & Decision Taken:

1. Course work progress was reviewed in the meeting.
2. ERP students attendance uploading status and faculty defaulter list was reviewed.
3. Mentor reports reviewed, advised all HoDs to have a standard online format for Submitting the reports- ACTION-HoDs/Mentors
4. Internal examination status was reviewed.
5. Faculty publication details format and progress status to be monitored
6. Training and Placement activity status was also discussed in the meeting.
7. All the HoDs were requested in the meeting to upload faculty publication details in the google link shared— ACTION-

### List of Members Present:

| Sl. No. | Faculty Name          | DESIGNATION                      | Present/Absent |
|---------|-----------------------|----------------------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET                        | Present        |
| 2       | Dr.Rajib Majhi        | Rep.of HoD, Civil, PKD           | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical                   | Present        |
| 4.      | Dr.Dhawaleswar Rao    | CSE Professor/Career Coordinator | Present        |
| 5       | Mr.Debendra Maharana  | HoD, CSE, PKD                    | Present        |
| 6       | Mr.Sovan Sankalp      | Career Coordinator/Rep.of HoD    | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD                    | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator             | Present        |
| 9       | Mr.Rajesh Mishra      | Career Coordinator/Prof.-ECE     | Present        |
| 10      | Mr.Tofan Nahak        | ERP Cell                         | Present        |
| 11      | Mr.V.Khageswar        | Project Executive-Mechanical     | Present        |

8.

The meeting ended with a vote of thanks to the Chair.

*Arsah*  
DEAN-SoET

CC to: All member concerned for information and record.





# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 9<sup>th</sup> HoDs Meeting

Date: 27.01.2023

Time:02:00 P.M.

Venue: JITM Board Room-1

- ❖ 1. Course Progress
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Examination
- ❖ 5. Training and placement activities
- ❖ 6. Publication status
- ❖ 7. Others

### Discussion & Decision Taken:

1. Course completion status was reviewed. All HoDs were requested to share soft copy of the course completion report through Email to the undersigned.
2. ERP students attendance uploading status was reviewed, all the HoDs noted department wise defaulter faculty members list. They were requested to ensure timely attendance uploading by the faculty members. Mr.Tofan Nahak is advised to share the weekly defaulter list to the concerned HoDs henceforth before the HoDs weekly meeting.
3. Department wise mentor reports reviewed, HoDs were requested to keep submitting the monthly reports along with the Lab reports every month and save a soft copy in the department HoDs file.
4. All Departments monthly department event calendar was reviewed.
5. Upcoming Placement drive status was reviewed in the meeting. The T&P Cell head is requested to share the Placement calendar with all the HoDs and the undersigned, so that planning could be made for training requirement for the students.
6. Department Career Coordinators to attend the Placement meeting.
7. All HoDs-ECE Department was requested to do the needful for start of robotics/hackathon projects in coordination with all the departments after the Dasahara vacation. At least twenty projects should be proposed by all departments.

### List of Members Present:

| Sl. No. | Faculty Name          | DESIGNATION          | Present/Absent |
|---------|-----------------------|----------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET            | Present        |
| 2       | Dr.Prafulla Panda     | HoD, Civil, PKD      | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical       | Present        |
| 4       | Dr.S.Kameswara Rao    | T&P Cell             | Present        |
| 5       | Mr.Debendra Maharana  | HoD, CSE, PKD        | Present        |
| 6       | Mr.Prabhat Patnaik    | HoD, ECE, PKD        | Present        |
| 7       | Mr.S.N.Padhy          | Academic Coordinator | Present        |
| 8       | Mr.Tofan Nahak        | ERP Cell             | Present        |

8.

*Handwritten signatures and initials:*  
 Arshah  
 Prady  
 Tofan

The meeting ended with a vote of thanks to the Chair.

*Handwritten signature:* Arshah  
**DEAN-SoET**

CC to: All member concerned for information end record.





Centurion University of Technology and Management, Odisha, India

School of Engineering and Technology, Paralakhemundi
Minutes of 10th HoDs Meeting

Date: 06.02.2023

Time: 02:30 P.M.

Venue: Board Room-1

- 1. Course completion status
2. ERP attendance status and defaulter list
3. Mentoring Reports
4. Department event calendar
5. Training and placement activities
6. Publication status

Discussion & Decision Taken:

- 1. Pre-Placement Training Plan for the Civil/Mechanical/EEE/ECE branch was discussed. HoDs were requested to do the needful follow up-Action-Dept.Placement Coordinator/HoD concerned.
2. Internal Examination status of all the branches was reviewed in the meeting.-ACTION- All HoD/Academic Coordinator.
3. ERP students attendance uploading status by the faculty members was reviewed. ACTION-ERP-HEAD/HoD
4. Mentor reports reviewed, advised all HoDs to have a standard online format for Submitting the reports-ACTION-HoDs/Mentors
5. Department calender/workshop progress status reviewed.
6. Faculty publication details format and progress status to be monitored- ACTION- Prof.S.N.Padhy
7. Faculty publication status was reviewed in the meeting.

List of Members Present:

Table with 4 columns: Sl. No., Faculty Name, DESIGNATION, Present/Absent. Rows include Dr.Ashish Ranjan Dash (Dean-SoET), Dr.Rajib Majhi (Rep.of HoD, Civil, PKD), Dr.Sujit Mishra (HoD-Mechanical), Dr.Dhawaleswar Rao (CSE Professor/Career Coordinator), Mr.Debendra Maharana (HoD, CSE, PKD), Mr.Sovan Sankalp (Career Coordinator/Rep.of HoD), Mr.Prabhat Patnaik (HoD, ECE, PKD), Mr.S.N.Padhy (Academic Coordinator), Mr.Rajesh Mishra (Career Coordinator/Prof.-ECE), Mr.Tofan Nahak (ERP Cell), Mr.V.Khageswar (Project Executive-Mechanical).

Handwritten signatures and initials next to the table rows, including names like Rajib Majhi, Dhawaleswar Rao, Sovan Sankalp, Prabhat Patnaik, Rajesh Mishra, Tofan Nahak, and Khageswar.

The meeting ended with a vote of thanks to the Chair.

Handwritten signature of the Dean-SoET and the printed text 'DEAN-SoET'.

CC to: All member concerned for information and record.





**Centurion University of Technology and Management, Odisha, India**

**School of Engineering and Technology, Paralakhemundi**  
**Minutes of 11<sup>th</sup> HoDs Meeting**

Date: 16.02.2023

Time: 03:30 P.M.

Venue: JITM Board Room-1

- ❖ 1. Course completion status
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Examination
- ❖ 5. Training and placement activities
- ❖ 6. NAAC documentation work
- ❖ 7. Publication status
- ❖ 8. Others

**Discussion & Decision Taken:**

1. Course completion status was reviewed. All HoDs were requested to share soft copy of the course completion report through Email to the undersigned.
2. ERP students attendance uploading status was reviewed, all the HoDs noted department wise defaulter faculty members list. They were requested to ensure timely attendance uploading by the faculty members.
3. Department wise mentor reports reviewed, HoDs were requested to keep submitting the monthly reports along with the Lab reports every month and save a soft copy in the department HoDs file.
4. All Departments monthly event progress status was reviewed.
5. Placement & Training status was reviewed. Upcoming placement drive status was also reviewed in the meeting. The T&P Cell head is requested to share the forthcoming Placement details with all the HoDs and the undersigned.
6. Examination progress status was reviewed.
7. Faculty publication status also discussed in the meeting.
8. All the HoDs were requested in the meeting to do needful to update all the files (as per the list circulated by the Registrar office) should be updated in the departments.

**List of Members Present:**

| Sl. No. | Faculty Name          | DESIGNATION          | Present/Absent |
|---------|-----------------------|----------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET            | Present        |
| 2       | Dr.Prafulla Panda     | HoD, Civil, PKD      | Present        |
| 3       | Dr.Prajna Pani        | T&P Cell             | Present        |
| 4       | Dr.Sujit Mishra       | HoD-Mechanical       | Present        |
| 5       | Dr.S.Kameswara Rao    | T&P Cell             | Present        |
| 6       | Mr.Debendra Maharana  | HoD, CSE, PKD        | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD        | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator | Present        |
| 9       | Mr.Tofan Nahak        | ERP Cell             | Present        |

*Handwritten signatures and initials in blue ink, including 'Arash' and 'Sachin'.*

The meeting ended with a vote of thanks to the Chair.

*Arash*  
**DEAN-SoET**

CC to: All member concerned for information and record.





**Centurion University of Technology and Management, Odisha, India**

**School of Engineering and Technology, Paralakhemundi  
Minutes of 12<sup>th</sup> HoDs Meeting**

Date: 22.02.2023

Time: 03:00 P.M.

Venue: Board Room-1

- ❖ 1. Course completion status
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Examination
- ❖ 5. Training and placement activities
- ❖ 6. NAAC documentation
- ❖ 7. Publication status

**Discussion & Decision Taken:**

1. Mentoring report and the monthly Lab-OK report was reviewed in the meeting.-ACTION- All HoD/Academic Coordinator.
2. ERP students attendance uploading by the faculty members was reviewed. The Head-ERPCell is instructed to check/update the Parents mobile number in the ERP, so that SMS must goes to the Parents instead to Students. HoDs are requested to keep reminding faculty members to update ERP from time to time in the dept. meetings/WhatsApp group ACTION-ERP-HEAD/HoD
3. Examination status for all the semesters was reviewed in the meeting.
4. The progress of documentation process in the departments for NAAC peer team visit was reviewed.
5. Faculty publication progress was also reviewed- ACTION- Prof.S.N.Padhy

**List of Members Present:**

| Sl. No. | Faculty Name          | DESIGNATION                      | Present/Absent |
|---------|-----------------------|----------------------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET                        | Present        |
| 2       | Dr.Rajib Majhi        | Rep.of HoD, Civil PKD            | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical                   | Present        |
| 4       | Dr.Dhawaleswar Rao    | CSE Professor/Career Coordinator | Present        |
| 5       | Mr.Debendra Maharana  | HoD, CSE, PKD                    | Present        |
| 6       | Mr.Sovan Sunkalp      | Career Coordinator/Rep.of HoD    | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD                    | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator             | Present        |
| 9       | Mr.Rajesh Mishra      | Career Coordinator/Prof.-ECE     | Present        |
| 10      | Mr.Tofan Nahak        | ERP Cell                         | Present        |
| 11      | Mr.V.Khageswar        | Project Executive-Mechanical     | Present        |

*Handwritten signatures and initials next to the table rows, including names like Ashish, Rajib, Sujit, Dhawaleswar, Debendra, Sovan, Prabhat, S.N. Padhy, Rajesh, Tofan, and Khageswar.*

The meeting ended with a vote of thanks to the Chair.

*Ashish*  
DEAN-SoET

CC to: All member concerned for information and record.







# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 13<sup>th</sup> HoDs Meeting

Date: 28.02.2023

Time: 02:30 P.M.

Venue: JITM Board Room-1

- ❖ 1. Course completion status of
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Department event calendar
- ❖ 5. Training and placement activities
- ❖ 6. Anti-Ragging Affidavit status
- ❖ 7. Publication status
- ❖ 8. Others

### Discussion & Decision Taken:

1. Course completion status for the odd semester was reviewed. All HoDs were requested to share soft copy of the course completion report through Email to the undersigned.
2. ERP students attendance uploading status was reviewed, all the HoDs noted department wise defaulter faculty members list. They were requested to ensure timely attendance uploading by the faculty members. Mr.Tofan Nahak is advised to share the weekly defaulter list to the concerned HoDs henceforth before the HoDs weekly meeting.
3. Department wise mentor reports reviewed, HoDs were requested to keep submitting the monthly reports along with the Lab reports every month and save a soft copy in the department HoDs file.
4. All Departments to share a monthly department event calendar with next three months activities i.e. workshop/national/international conference/Alumni meet/FDPs etc to be conducted through google sheet. Dr.Prafulla Panda will share the format to all the HoDs.
5. Upcoming Placement drive status was reviewed in the meeting. The T&P Cell head is requested to share the Placement calendar with all the HoDs and the undersigned, so that planning could be made for training requirement for the students.
6. Department Career Coordinators to attend the Placement meeting.
7. All HoDs-ECE Department was requested to do the needful for start of robotics/hackathon projects in coordination with all the departments after the Dasahara vacation. At least twenty projects should be proposed by all departments.

### List of Members Present:

| Sl. No. | Faculty Name          | DESIGNATION          | Present/Absent |
|---------|-----------------------|----------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET            | Present        |
| 2       | Dr.Prafulla Panda     | HoD, Civil, PKD      | Present        |
| 3       | Dr.Prajna Pani        | T&P Cell             | Present        |
| 4       | Dr.Sujit Mishra       | HoD-Mechanical       | Present        |
| 5       | Dr.S.Kameswara Rao    | T&P Cell             | Present        |
| 6       | Mr.Debendra Maharana  | HoD, CSE, PKD        | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD        | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator | Present        |
| 9       | Mr.Tofan Nahak        | ERP Cell             | Present        |

8.

The meeting ended with a vote of thanks to the Chair.

*Ashish*

DEAN-SOET

CC to: All member concerned for information and record.





# Centurion University of Technology and Management, Odisha, India

## School of Engineering and Technology, Paralakhemundi Minutes of 14<sup>th</sup> HoDs Meeting

Date: 15.03.2023

Time: 03:00 P.M.

Venue: Board Room-I

- ❖ 1. Course completion status
- ❖ 2. ERP attendance status and defaulter list
- ❖ 3. Mentoring Reports
- ❖ 4. Department event calendar
- ❖ 5. Training and placement activities
- ❖ 6. NAAC file updating status review
- ❖ 7. Publication status

### Discussion & Decision Taken:

1. Course Progress was reviewed for all the Departments. All the HoDs were requested to submit the report in shape of soft copy through Email to the undersigned.
2. NAAC documentation process in the departments was thoroughly reviewed, as per the file list provided by the Registrar office. All the HoDs were requested in the meeting to update their files and provide documents to the Deans Office chamber files for updating the files.
3. Mentor report and monthly Lab-OK report was reviewed-ACTION- All HoD/Academic Coordinator.
4. ERP attendance uploading status was reviewed. ACTION-ERP-HEAD/HoD
5. Mentor reports reviewed, advised all HoDs to have a standard online format for Submitting the reports-ACTION-HoDs/Mentors
6. Department calendar/workshop progress status reviewed.
7. Faculty publication details format and progress status to be monitored- ACTION- Prof.S.N.Padhy

### List of Members Present:

| Sl. No. | Faculty Name          | DESIGNATION                      | Present/Absent |
|---------|-----------------------|----------------------------------|----------------|
| 1       | Dr.Ashish Ranjan Dash | Dean-SoET                        | Present        |
| 2       | Dr.Rajib Majhi        | Rep.of HoD, Civil, PKD           | Present        |
| 3       | Dr.Sujit Mishra       | HoD-Mechanical                   | Present        |
| 4.      | Dr.Dhawaleswar Rao    | CSE Professor/Career Coordinator | Present        |
| 5       | Mr.Debendra Maharana  | HoD, CSE, PKD                    | Present        |
| 6       | Mr.Sovan Sankalp      | Career Coordinator/Rep.of HoD    | Present        |
| 7       | Mr.Prabhat Patnaik    | HoD, ECE, PKD                    | Present        |
| 8       | Mr.S.N.Padhy          | Academic Coordinator             | Present        |
| 9       | Mr.Rajesh Mishra      | Career Coordinator/Prof.-ECE     | Present        |
| 10      | Mr.Tofan Nahak        | ERP Cell                         | Present        |
| 8.      | Mr.V.Khageswar        | Project Executive-Mechanical     | Present        |

The meeting ended with a vote of thanks to the Chair.

*A. Sankalp*

DEAN-SoET

CC to: All member concerned for information and record.



School of Applied Sciences  
Department of Chemistry

Minutes of Faculty Meeting

Date 7.03.2023

Time: 2.00 to 3.00 PM

Agenda:

1. NAAC compillation
2. Etiquettes about staffs' leaves
3. Resolutions of mentoring issues raised by students

Resolutions taken

1. All faculty members were asked to compile data for different criteria of NAAC for last 9 months.
2. It was advised to the staff members of the laboratory to maintain punctuality and sincerity while working in lab. Henceforth, the lab opening time was fixed to be at 9.20 am till 4.40 pm. Any discrepancy will be subjected to strict action against them.
3. All the staff members are instructed to maintain certain etiquettes regarding their leaves. Accordingly, it was decided that they should apply their leaves before hand in erp.
4. Faculty members were instructed to carry out some doubt clearing classes for the semesters that they have been assigned, for better understanding of students. In addition, active involvement of faculties in practice classes were also requested.
5. The meeting was ended with concluding remarks by Associate Dean, SoAS, Dr. Dojalisa Sahu and a note of thanks by HoD, Chemistry.

Members Present

Teaching:

Dr. Ashish Kumar Sahoo *AKS*  
Dr. Susanta Kumar Biswal *SKB*  
Dr. Dojalisa Sahu *DS*  
Dr. Pratap Chhotray  
Dr. Srikanta Sahu  
Dr. Suchismita Acharya *SA*  
Dr. Shraban Kumar Sahoo *SKS*  
Mr. Chittaranjan Routray *CR*

Non-Teaching:

Swatimayee Mohapatra *S. Mohapatra*  
Chandini Patel *C. Patel*  
Laxmikanta Sasmal *L.K. Sasmal*  
Parthasarathi Mohapatra *P.S. Mohapatra*

**School of Applied Sciences  
Department of Chemistry**

**Minutes of Faculty Meeting**

**Date 27.02.2023**

**Time: 2.00 to 3.00 PM**

**Agenda:**

1. **Course distribution to faculty members to make NET syllabus and to upload in Courseware**
2. **Making of skill domain basket subject syllabus**
3. **Compliance of NAAC data for last 9 months**
4. **Etiquettes about staffs' leaves**
5. **Resolutions of mentoring issues raised by students**

**Resolutions taken**

1. The meeting was started with an warm welcome by the HoD, followed by discussions.
2. Different course subjects were distributed to faculty members to make NET syllabus and asked to upload them in courseware.
3. All faculty members were asked to compile data for different criteria of NAAC for last 9 months.
4. It was advised to the staff members of the laboratory to maintain punctuality and sincerity while working in lab. Henceforth, the lab opening time was fixed to be at 9.20 am till 4.40 pm. Any discrepancy will be subjected to strict action against them.
5. All the staff members are instructed to maintain certain etiquettes regarding their leaves. Accordingly, it was decided that they should apply their leaves before hand in erp.
6. Faculty members were instructed to carry out some doubt clearing classes for the semesters that they have been assigned, for better understanding of students. In addition, active involvement of faculties in practice classes were also requested.
7. All mentoring issues raised by students were resolved as follows.
  - Students raised to issue of a query whether they have to pay the whole academic fee amount to appear the internal exams. The issue has been discussed and was informed to Dean SoAS.
  - In addition, one of the B.Sc 4<sup>th</sup> semester was found not attending his regular classes in spite of staying in hostel. The student was asked to meet all the faculties of Chemistry department including Dean SoAS. As per the discussion, their parents were immediately consulted, and they assured to solve the issue as soon as possible.
8. The meeting was ended with concluding remarks by Associate Dean, SoAS, Dr. S. K. Biswal and a note of thanks by HoD, Chemistry.



## Members Present

## Teaching:

Dr. Ashish Kumar Sahoo *MS*  
 Dr. Susanta Kumar Biswal *Susanta*  
 Dr. Dojalisa Sahu *D.Sahu*  
 Dr. Pratap Chhotray *PC*  
 Dr. Srikanta Sahu *S.K. Sahu*  
 Dr. Suchismita Acharya *S.Acharya*  
 Dr. Shraban Kumar Sahoo *SKS*  
 Mr. Chittaranjan Routray *Chit*

## Non-Teaching:

Swatimayee Mohapatra *Swatimayee Mohapatra*  
 Chandini Patel *C. Patel*  
 Laxmikanta Sasmal *L.K. Sasmal*  
 Parthasarathi Mohapatra *P.S. Mohapatra*



**School of Applied Sciences  
Department of Chemistry**

**Minutes of Faculty Meeting**

Date 02.02.2023

Time: 2.30 to 3.30 PM

**Agenda:**

**Exchange and distribution of laboratory incharge and some other coordinator duties.**

**Resolutions taken**

1. The meeting was started with an warm welcome by the HoD, followed by discussions.
2. Because of some other responsibilities, Dr. Pratap K. Chhotray was relieved of his lab incharge duty of Chemistry laboratory, in Aryabhata Building, which was handed over to Dr. Suchismita Acharya.
3. At the same time, the CSR and Alumni coordinator job was assigned to Dr. Shraban K. Sahoo.
4. Dr. Pratap Chhotray agreed to take the job of Placement Coordinator.
5. The meeting concluded at 3.30 pm.

**Members Present**

**Teaching:**

Dr. Ashish Kumar Sahoo *AKS*

Dr. Dojalisa Sahu *DS*

Dr. Suchismita Acharya *SA*

Dr. Shraban Kumar Sahoo *SKS*

Mr. Chittaranjan Routray *CR*

**Non-Teaching:**

Swatimayee Mohapatra *S. Mohapatra*

Chandini Patel *C. Patel*

Laxmikanta Sasmal *L.K. Sasmal*

Parthasarathi Mohapatra *P.S. Mohapatra*



**School of Applied Sciences  
Department of Chemistry**

Minutes of Faculty Meeting

Date 02.01.2023

Time: 12.50 to 1.20 PM

**Agenda:**

**Distribution of courses for the even semester**

**Resolutions taken**

1. The meeting was started with an warm welcome by the HoD, followed by discussions. Faculties were conveyed regarding the requirements of the courses for the coming M.Sc. 4<sup>th</sup> semester and B.Sc. 4<sup>th</sup> & 6<sup>th</sup> semester.
2. All the faculties were allowed to choose the respective courses, according to their expertise and suitability.
3. They were also instructed to sincerely and punctually conduct the classes and do their respective parts of mentoring too.
4. The meeting was concluded at 1.20 pm.

**Members Present**

**Teaching:**

Dr. Ashish Kumar Sahoo  
 Dr. Dojalisa Sahu  
 Dr. Suchismita Acharya  
 Dr. Shraban Kumar Sahoo  
 Mr. Chittaranjan Routray

**Non-Teaching:**

Swatimayee Mohapatra  
 Chandini Patel  
 Laxmikanta Sasmal  
 Parthasarathi Mohapatra

S. Mohapatra  
 P. Patel  
 L.K. Sasmal  
 P.S. Mohapatra



**School of Applied Sciences  
Department of Chemistry**

**Minutes of Faculty Meeting**

Date 06.12.2022

Time: 2.00 to 3.00 PM

**Agenda:**

1. Course distribution to faculty members for coming semester
2. Preparedness for coming Academic Audit
3. Maintenance of Punctuality to laboratory staff members
4. Etiquettes about staffs' leaves
5. Preparedness regarding coming National Conference
6. Request for monetary contribution to the family of recently deceased staff

**Resolutions taken**

1. The meeting was started with an warm welcome by the HoD, followed by discussions.
2. Different course subjects were distributed to faculty members as per their choice of preferences for the coming B.Sc. (4<sup>th</sup> and 6<sup>th</sup> semesters) and M.Sc. (4<sup>th</sup> semester).
3. Some of the important preparedness were suggested to faculty members for coming academic audit, like lab document, classroom documents (attendance, mentoring, learning records, assignments etc), sharing lesson plans to students and to keep them ready for future demands.
4. It was advised to the staff members of the laboratory to maintain punctuality and sincerity while working in lab. Henceforth, the lab opening time was fixed to be at 9.20 am till 4.40 pm. Any discrepancy will be subjected to strict action against them.
5. All the staff members are instructed to maintain certain etiquettes regarding their leaves. Accordingly it was decided that they should apply their leaves before hand in erp.
6. Some necessary preparedness for the coming National conference, going to be held on 28<sup>th</sup> and 29<sup>th</sup> of December, 2022, was suggested by Dr. Sushanta Kumar Biswal. The M.Sc. students were informed about it immediately and were requested for their participation.
7. Faculty members were instructed to carry out some doubt clearing classes for the semesters that they have been assigned, for better understanding of students. In addition, active involvement of faculties in practice classes were also requested.
8. All the staffs were requested to contribute some amount as per their ease regarding the recently deceased staff.
9. The meeting was ended with concluding remarks by Associate Dean, SoAS, Dr. S. K. Biswal and a note of thanks by HoD, Chemistry.



**Members Present**

**Teaching:**

Dr. Ashish Kumar Sahoo *AKS*  
Dr. Susanta Kumar Biswas *S. Biswas*  
Dr. Dojalisa Sahu *D. Sahu*  
Dr. Pratap Chhotray *P. Chhotray*  
Dr. Srikanta Sahu *S. Sahu*  
Dr. Suchismita Acharya *S. Acharya*  
Dr. Shraban Kumar Sahoo *S. Sahoo*  
Mr. Chittaranjan Routray *C. Routray*

**Non-Teaching:**

Swatimayee Mohapatra *S. Mohapatra*  
Chandini Patel *C. Patel*  
Laxmikanta Sasmal *L. K. Sasmal*  
Parthasarathi Mohapatra *P. S. Mohapatra*



School of Applied Sciences  
Department of Chemistry

Minutes of Faculty Meeting

Date 24.11.2022

Time: 12.50 to 1.20 PM

**Agenda:**

1. Tools required for Faculty competency development
2. Modification of B.Sc syllabus for New Educational Policy (NEP)
3. Others

**Resolutions taken**

1. The meeting was started with an warm welcome by the HoD, followed by discussions.
2. As per solicitation from Professor K.V.D Prakash, suggestions were sought from the faculty members regarding different tools required for competency development of faculty members. The following are the necessary tools as per their suggestions:

**Faculty Development Programs (FDPs) on**

- X' Pert Hi-Score
- Matlab
- Python
- FDP on research proposal/patent writing

**Required Instruments for Research Purpose:**

- FTIR Spectrophotometer
- Photoluminescence Spectrophotometer
- Polymer UTM (Universal Testing Machine)
- Injection molding instrument

3. For required editing of the current syllabus, so as to make it total of 12 core courses (existing 14), each of which having 5 credits, suggestions were sought and as per the decision, revision were made to the existing syllabus so as to suit the necessity of NEP. The scheme was prepared as distributed to all the faculties across the campus and it was found that none of them had any type of objections
4. The meeting was ended with concluding remarks by Associate Dean, SoAS and a note of thanks by HoD, Chemistry.

**Members Present**

**Teaching:**

Dr. Ashish Kumar Sahoo *AKS*  
 Dr. Dojalisa Sahu *DS*  
 Dr. Suchismita Acharya *SA*  
 Dr. Shraban Kumar Sahoo *SKS*  
 Mr. Chittaranjan Routray *CR*

**Non-Teaching:**

Swatimayee Mohapatra *S. Mohapatra*  
 Chandini Patel *C. Patel*  
 Laxmikanta Sasmal *L.K. Sasmal*  
 Parthasarathi Mohapatra *P.S. Mohapatra*



**School of Applied Sciences  
Department of Chemistry**

Minutes of Faculty Meeting

Date 19.10.2022

Time: 12.50 to 1.50 PM

**Agenda:**

1. Academic Calendar
2. Subject Registration of Students
3. Mentoring
4. New Strategies for Learning Record of Students
5. Students Project Reports
6. Bridge Classes
7. Lab Utilization and its Report
8. Others

**Resolutions taken**

1. The meeting was started with an warm welcome by the HoD, followed by discussions.
2. It was instructed to the respective faculty members to stick strictly to the academic calendar (which was distributed earlier on the same date), and plan their teaching accordingly.
3. Mentors were assigned for different academic batches, are as follows  
 1<sup>st</sup> year of B.Sc. : Dr. Suchismita Acharya  
 2<sup>nd</sup> year of B.Sc : Dr. Ashish Kumar Sahoo  
 3<sup>rd</sup> year of B.Sc.: Dr. Srikanta Sahu  
 1<sup>st</sup> year of M.Sc.: Dr. Pratap Kumar Chhotray  
 2<sup>nd</sup> year of M.Sc.: Dr. Dojalisa Sahu
4. A new strategies as finalized by Dean SoAS, regarding learning record of students were conveyed to faculty members, according to which, students of each stream, have to submit all their classroom learning records in a single bound form at the end of their curriculum. Same is applicable to their action learning records too.
5. It was decided to collect and preserve the project report of each academic year for both B.Sc. and M.Sc students. Respective project supervisors to take the necessary steps.
6. All the faculties were requested to keep the proofs of the respective bridge classes (photos, attendance proofs etc.) that they are taking at the beginning of the new batches.
7. Respective lab in-charges to submit the laboratory utilization report within first three days in each month.
8. The meeting was ended with concluding remarks by Associate Dean, SoAS and a note of thanks by HoD, Chemistry.

**Members Present****Teaching:**

Dr. Ashish Kumar Sahoo *AS*  
 Dr. Dojalisa Sahu *DS*  
 Dr. Pratap Kumar Chhotray *PC*  
 Dr. Suchismita Acharya *SA*  
 Dr. Shraban Kumar Sahoo *SK*  
 Mr. Chittaranjan Routray *CR*

**Non-Teaching:**

Swatimayee Mohapatra  
 Chandini Patel  
 Laxmikanta Sasmal  
 Parthasarathi Mohapatra

*S. Mohapatra*  
*C. Patel*  
*L.K. Sasmal*  
*P.S. Mohapatra*



**School of Applied Sciences  
Department of Chemistry**

Minutes of Faculty Meeting

Date 28.09.2022

Time: 10.30 to 11.30 AM

**Agenda:**

1. Distribution of Departmental Charges
2. Course distribution to faculty members
3. Mentoring
4. Special backlog EoD exams

**Resolutions taken**

1. The meeting was started with a warm welcome by the host.
2. Different departmental/academic charges were distributed to the faculty members as follows:

Physical Chemistry Lab-in-Charge (M.D. Building): Dr. Dojalisa Sahu

Research/Project coordinator : Dr. Dojalisa Sahu

Alumni Coordinator: Dr. Pratap Kumar Chhotray

Environmental Chemistry Lab-in-Charge: Dr. Shraban Kumar Sahoo

Charges of other faculty members which was previously assigned, remains as it is.

3. Subject distributions, for coming semester, have been made and conveyed to respective faculties.
4. It was instructed to conduct mentoring of the students properly with appreciable seriousness.
5. Student project status to be monitored by respective faculty members.
6. Respective reports to be mailed to the IQAC coordinator (Mr.Chitranjan Routray) by 28<sup>th</sup> Sept. 2022.
7. It was decided that, after Puja Vaccation, students to visit to some specific industrial area, according to their curriculum.
8. The exams coordinator was instructed to ensure the smooth conduction of to special backlog EoD examination.
9. The meeting was ended a thanks note by Dr.Dojalisa Sahu, Associate Dean, SoAS.

**Members Present:**

Dr. Ashish Kumar Sahoo *AKS*

Dr. Dojalisa Sahu *Dojalisa*

Dr. Srikanta Sahu *Srikanta*

Dr. Pratap Kumar Chhotray *Pratap*

Dr. Suchismita Acharya *Suchismita*

Dr. Shraban Kumar Sahoo *Shraban*



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**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 13.06.2023

Time: 3.00 pm

Venue: MD 414

Members Present:

1. Dr. Santosh Satpathy, HoD
2. Dr. Padmaja Patnaik
3. Dr. Subrata Sarangi
4. Dr. S.R.Panda
5. Dr. S.L.Behera
6. Dr. Nibedita Nayak

Agenda:

- Course Assignment
- Mentoring
- Co-Po
- Course Preparedness

Minutes:

- All faculty members were asked to prepare themselves for the course presentation
- All were asked to provide the updated Mentoring data
- All were requested to take the initiative to correct the Co-Po mapping

  
Santosh Satpathy

  
Padmaja Patnaik

  
Subrata Sarangi



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 09.05.2023

Time: 4.15 pm

Venue: MD 414

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr. S.L.Behera
5. Dr. Santosh Satpathy(HOD)
6. Dr. Nibedita Nayak

Agenda:

- Review of syllabus design
- COPO
- Mentoring
- Feedback

Minutes:

1. Subrata sir, Padmaja madam presented the draft copy of the M.Sc syllabus prepared by them.
2. Referring the syllabus of NET, GATE and JEST, the domain syllabus (24 credits) for M.Sc was finalized. It was decided that the domain should cover the following subjects.
3. COPO Mapping with the subject
4. Collection of feedback from alumni, parents and industry persons.

The block contains five handwritten signatures in blue ink, each with a horizontal line underneath. From top-left to bottom-right, the signatures are: Dr. Subrata Sarangi, Dr. Padmaja Patnaik, Dr. S.R. Panda, Dr. S.L. Behera, and Dr. Nibedita Nayak.



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 12.04.2023

Time: 10.00 am

Venue: MD 414

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr.S.L.Behera
5. Dr. Nibedita Nayak
6. Dr. Santosh Satpathy (HOD)


Agenda:

1. Progress
2. Discussion of HOD with dean SoAS

Minutes:

1. It was decided that Subrata sir, Padmaja madam will prepare the draft copy of the M.Sc. syllabus and the domain of 24 credits will be designed by SL Behera madam coordinating with others. The whole proposed syllabus will be discussed in the next dept. meeting.
2. All are asked to update their profiles in the faculty portal of CUTM website.
3. As the new syllabus will be more application and skill based, all must learn new tools and software to keep updated and digitally alligned.
4. All are asked to learn and designated as departmental in charge for different digital tolls such as **Catia, Simulia, Materials studio, Altair, python and Enovia.**
5. It was decided that all must learn Materials studio.

  
Subrata Sarangi

  
  
Behera



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 09.03.2023

Time: 4.30 pm

Venue: MD 414

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr. S.L.Behera
5. Dr. Nibedita Nayak
6. Dr. Santosh Satpathy (HOD)

Agenda:

- Regarding Academic Progress
- Mentoring

Minutes:

It was decided that

- Every faculty has to give academic progress and mentoring reports monthly.
- In the academic progress report, all have to mention the Subject name, Credit, and Semester.
- All are requested to maintain the Google form for mentoring and Compile & submit the summary at the end of the month to HoD
- Any issue regarding attendance and subject registration is to be handled by the mentors.
- All members expressed their views regarding online classes and intimated regarding course progress.

*Subrata Sarangi*

*S.R. Panda*

*Padmaja Patnaik*

*Nibedita Nayak*

*Santosh Satpathy*





**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 06.02.2023

Time: 4.30 pm

Venue: Computer lab 414

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr.S.L.Behera
5. Dr. Santosh Satpathy (HOD)
6. Dr. Nibedita Nayak

Agenda:

- Build up Team Physics and departmental duty distribution
- Course Progression
- Mentoring

Minutes:

1. All faculty members were nominated as departmental in charge for differential activities for smooth functioning of the department.
2. As suggested by dean SoAS, the proposed syllabus is to be modified keeping in view of various modern technologies. So all are asked to go through websites of different universities and prepare a draft copy of the syllabus.

*Aray*

*Nayak*

*R*  
*Behra*

*S*  
*Satpathy*



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Bhubaneswar, Odisha

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 09.11.2022

Time: 4.15 pm

Venue: MD 414

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr. S.L.Behera
5. Dr. Santosh Satpathy (HOD)
6. Dr. Nibedita Nayak

Agenda:

- Mentoring
- Course Progress

Minutes:

Scheduling regular meetings or check-ins to discuss progress, challenges, and goals.  
80 Percent course completed

Nibedita Nayak

Santosh Satpathy

Behera



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 13.10.2022

Time: 3.00 pm

Venue: MD 414

Members Present:

1. Dr. Santosh Satpathy, HoD
2. Dr. Padmaja Patnaik
3. Dr. Subrata Sarangi
4. Dr. S.R.Panda
5. Dr. S.L.Behera
6. Dr. Nibedita Nayak

Agenda:

- Course progress review

Minutes:

- All were asked to provide updated data for collaborations like student exchange, faculty exchange, and research activities
- All were requested to take the initiative to make at least one MoU
- HoD took note of all members' course progress.

Nayak  
Behera



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 08.09.2022

Time: 10.00 am

Venue: MD 414

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr.S.L.Behera
5. Dr. Nibedita Nayak
6. Dr. Santosh Satpathy (HOD)

Agenda:

1. Modification in syllabus
2. Discussion of HOD with dean SoAS

Minutes:

1. If modification required in syllabus
2. All are asked to update their profiles in the faculty portal of CUTM website.
3. As the new syllabus will be more application and skill based, all must learn new tools and software to keep updated and digitally alligned.

A handwritten signature in black ink, appearing to be 'S. Sarangi'.

A handwritten signature in black ink, appearing to be 'P. Patnaik'.

A handwritten signature in black ink, appearing to be 'S.R. Panda'.

A handwritten signature in black ink, appearing to be 'S.L. Behera'.

A handwritten signature in black ink, appearing to be 'N. Nayak'.

A handwritten signature in black ink, appearing to be 'S. Satpathy'.



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 15.08.2022

Time: 4.00 pm

Venue: Madhusudan Building Room Number 412

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr.S.L.Behera
5. Dr.NibeditaNayak
6. Dr. Santosh Satpathy (HOD)

Agenda:

1. Mentoring.
2. Course Progression
3. Practice

Minutes:

1. It was discussed and decided that the following points
  - a. For 4<sup>th</sup> and 6<sup>th</sup> sem almost 95% course completed
  - b. All most all the practice completed.



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT**  
**Bhubaneswar Campus, Odisha**  
**Minutes of Meeting, Department of Physics**

Date: 15.07.2022

Time: 4.00 pm

Venue: Madhusudan Building Room Number 412

Members Present:

1. Dr. Subrata Sarangi
2. Dr. Padmaja Patnaik
3. Dr. S.R.Panda
4. Dr.S.L.Behera
5. Dr.NibeditaNayak
6. Dr. Santosh Satpathy (HOD)

Agenda:

1. Mentoring.
2. Deputation of Faculty member on Sunday
3. FDPs / Webinar
4. Course Progress
5. Practice

Minutes:

1. It was discussed and decided that the following points
  - a. Any one of the faculty have to come for every Sunday if required.
  - b. Discussed to conduct one FDP and One Webinar.
  - c. For 4<sup>th</sup> and 6<sup>th</sup> sem almost 95% course completed
  - d. All most all the practice completed.
2. Dr. Padmaja Patnaik is requested to coordinate faculties of all campuses and circulate a standard template for syllabus design.

*Dr. Subrata Sarangi*

*Dr. S.L. Behera*

*Dr. Nibedita Nayak*

*Dr. Santosh Satpathy*

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 30<sup>th</sup> June 2023**

**Time:5.00PM**

- **Teaching and Learning/Assessment:**
  - All the courses has completed and the new courses division for the upcoming odd semester has already done.
  - The course preparedness presentation for the odd semester has been completed.
  - The EOD exam will be done on time. The information has send to the students for the exam.
  - All the students' of B.Sc (chem.) has done the course registration. some student has problem which will be resolved once they report to department in offline.
  - A new skill course " Simulation based radiation physics " has been introduced this time and informed to students for registration .
  - Faculties were asked to make the ERP portal ready for the comin semester for individual courses.
  - Marks has been published for M.Sc Physics and all the student are passed. For other branches (B.Sc Physics + B.Sc Chem.) student has cleared the exam and moved to next year.
  
- **Student Training:**
  - Student will go to CUTM-BBSR for the Domain internship program.
- **Placement:**
  - All the students are giving the base line test (recurring) and undergo carrier counseling by the mentor for their placement in different company and waiting for the result.
  
- **Research projects:**
  - Faculties were asked to write research proposals and to apply for externally funded projects.
  
- **Consultancy : Nil**
- **Strategic Plan :**
  - To increase the number of Journal publications with this 3 month.
  - To train the students for placement, NET/GATE coaching and competitive examinations.

**Student welfare:**

- Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.
- Mentoring classes are conducted regularly
- It has decided for exposure visits of students to some research institute in coming future.
- Faculties were instructed to ask B.Sc. Chemistry 4th semester students to send their updated CV to Dr. Santosh Kumar Bhal (Career Coordinator, SoAS).
- Respective mentor has asked the students for the same

**Faculty and Staff welfare:** All the staff has under gone faculty development program (19-06-23 to 24-06-23 @CUTM on Impact oriented Education)

One of our faculty Dr. G. K. Sahu has invited as the resource person for a training program "Advance Excel".

**Faculty/Student achievements: NIL**

**List of papers published: NIL**

**Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty: NIL**

**Conferences/ workshops/Webinar attended by Students(External) : NIL**

**Alumni Talk/Meet: Nil**

**Mentoring:**

- Faculties have already sent their mentoring report to Dr. R. Pradhan.



DT - 30/06/2023

- 1. 1y Dr. G. K. Sahu.
- 2. 2y Dr. S. Dhet
- 3. 4y Dr. P. K. Rath
- 4. 4y Dr. N. Gouda
- 5. 5y Dr. R. Pradhan.
- 6. 6y Dr. R. Mallik.
- 7. 7y Prof. I. S. Kati.
- 8. 8y Dr. A. Mishra.
- 9. 9y Dr. B. Mallik.
- 10. 10y Dr. B. Padhy.
- 11. 11y Dr. S. Bhet.

*[Signature]*  
30-06-23

*[Signature]*  
30/06/23

*[Signature]*  
30/6/23

*[Signature]*  
30/6/23

*[Signature]*  
30/06/23

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 29<sup>th</sup> May 2023**

**Time:5.00PM**

- **Teaching and Learning/Assessment:**
  - All the courses have been completed.
  - The external exam for all the practice component of B.Sc +M.Sc +B.Tech has completed on time.
  - All the exam has completed for B.Sc and M.Sc.
  - There is no any admission from this year. it has not shown in the admission and the admission for SoAS has stopped from this year.
- **Student Training: NIL**
- **Placement:**
  - All the students are giving the base line test (recurring and undergo carrier counseling by the mentor for their placement in different company and waiting for the result.
- **Research projects:**
  - Faculties were asked to write research proposals and to apply for externally funded projects.
- **Consultancy : Nil**
- **Strategic Plan :**
  - To increase the number of Journal publications with this 3 month.
  - To train the students for placement, NET/GATE coaching and competitive examinations.
- **Student welfare:**
  - Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.
  - Mentoring classes are conducted regularly
  - Faculties were instructed to ask B.Sc. Chemistry 4th semester students to send their updated CV to Dr. Santosh Kumar Bhal (Career Coordinator, SoAS). Respective mentor has asked the students for the same
- **Faculty and Staff welfare:** All the staff has under gone different training for NAAC work

- **Faculty/Student achievements: NIL**

- **List of papers published: NIL**

- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:**  
Dr. S. Dhal has gone to NIT Srinagar to attend a workshop. Detail will be send ASAP he will return back. In addition, he has gone to IIT BBSR for collaborative work. (Report will be send by him directly)

- **Conferences/ workshops/Webinar attended by Students (External):** One Student Arpita Patro has gone to attend the workshop at Srinagar and She will send the details once return back.

- **Alumni Talk/Meet: Nil**

- **Mentoring:**

- Faculties have already sent their mentoring report to Dr. R. Pradhan.

- 1) Prof. G. K. Saha
- 2) Dr. S. Dhal
- 3) Dr. P. K. Rath
- 4) ~~Dr. S. Mishra~~
- 5) Dr. N. Gouda
- 6) Dr. R. Pradhas
- 7) Dr. R. Mallik
- 8) Prof. I. S. Koti
- 9) Dr. A. Mishra
- 10) Dr. B. Mallik
- 11) Dr. B. Padhy
- 12) Dr. S. Bhal

Prof

Dr

f (cell)

Prof 27/05/23  
Dr 27/05/23  
Dr 27/05/23

Prof 27/05/23

B. pads  
Dr

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> Apr 2023**

**Time: 5.00PM**

- **Teaching and Learning/Assessment:**
  - All the courses are going fine and ~75% has already completed for all the running same. The course will complete on time.
  - The EOD exam will be done on time waiting for the exam cell confirmation report of the students.
  - All the students' attendance for the Domain and internship including the core course for M.Sc. is ok but for B.Sc. some student has problem which will be resolved once they report to department in offline.
  - The value-added courses have been started for B.Sc. students (MS Excel) by Dr. G. K. Sahu and Dr. N. Gouda from middle of this month.
  - Faculties were asked to conduct 2<sup>nd</sup> internal examination of B.Sc. Chemistry 4<sup>th</sup> semester students.
    - Faculties have agreed to conduct 2<sup>nd</sup> internal examination soon.
  - Discussion was done on the course progress of ongoing even semester subjects.
    - Faculties have completed nearly 80% of their syllabus for 4<sup>th</sup> and 6<sup>th</sup> semester and around 50% for 2<sup>nd</sup> semester students.
- **Student Training:**
  - Student have gone for the Domain internship to CUTM-BBSR campus from 27-02-23 to 04-03-23. The internship has completed and the report will be submitted by the student before the semester exam.
- **Placement:**
  - All M.Sc. students have sent their Bio data to Dr. Padmaja pattnaik to look the placement possibility using BIOVIA in different company and waiting for the result.
- **Research projects:**
  - Faculties were asked to write research proposals and to apply for externally funded projects.
- **Consultancy: Nil**
- **Strategic Plan:**
  - To increase the number of Journal publications with this 3 month.

- To train the students for placement, NET/GATE coaching and competitive examinations.
- Skill mL, Medical (july 15 onwards)
- **Student welfare:**
  - Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.
  - Mentoring classes are conducted regularly
  - It was decided to conduct projects for B.Sc. 4<sup>th</sup> semester students.
  - Students' projects are in progress
  - Faculties were instructed to ask B.Sc. Chemistry 4th semester students to send their updated CV to Dr. Santosh Kumar Bhal (Career Coordinator, SoAS).
  - Respective mentor has asked the students for the same
  - An Exposure visit to IOPB and TIRUPATI GRAPHEEN has completed by the students on 28-02-23 and 27-02-23. The report will send to IQAC by the seminar co-ordinator Dr. Dhal as soon it will ready.
- **Faculty and Staff welfare: One of our faculty Dr. G. K. Sahu has gone for the Internal promotion to CUTM-BBSR in this month.**
- **Faculty/Student achievements: NIL**
- **List of papers published: 02**
  - Dr. G. K. Sahu (already filled in Google sheet shared by Dr. S. Biswal)
  - Dr. Rabindra Nath Pradhan and Dr. Narayan Gouda has published a paper entitled "Pyrene based Schiff base ligand: A highly selective fluorescence chemosensor for the detection of Cu<sup>2+</sup> ions" in March 2023.
- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:**
  - Following two workshops has been done by Dr. S. Dhal and Team.
  - ONE DAY WORKSHOP on "FROM MICRO TO NANO, USING PLANETARY BALL MILLING" on 6th March 2023.
  - ONE DAY WORKSHOP on "SPECTRA SPARKS WORKSHOP ON UV-VIS SPECTROSCOPY" on 10th March 2023.
  - The reports will be provided by Dr. S. Dhal.
- **Conferences/ workshops/Webinar attended by Students (External):**
  - Ph.D student Arpita patro and Madhuchhanda Swain has gone to IMMT BBSR and TIFR Mumbai for experimental work. The detail; report will be provided once they return back from the experiment.
  - Dr. Narayan Gouda has organized and delivered a talk as a resource person in a three days training programme on "Sewage Treatment Plant: Design, Operation & Maintenance" organized by the Research Center for Waste to Wealth Management,

Centurion University of Technology & Management, Odisha, India from 27<sup>th</sup> to 29<sup>th</sup>  
March 2023.

- **Alumni Talk/Meet:** Nil
- **Mentoring:**
  - Faculties have already sent their mentoring report to Dr. R. Pradhan.

- 1) Prof. G. K. Sahu
- 2) Do. S. Dhal
- 3) Do. P. K. Rath
- 4) Do. N. Gouda
- 5) Do. R. Pradhan
- 6) Do. R. Mallik
- 7) Prof. I. S. Kati
- 8) Do. A. Mishra
- 9) Do. B. Mallik
- 10) Do. B. Padhy
- 11) Do. S. Bhal

P. Sahu

Ch

P. Sahu

27/04/23  
27/04/23

A 27/4/23

Patel 27/4/23

B. Pradh

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**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> Mar 2023**

**Time:5.00PM**

- **Teaching and Learning/Assessment:**
  - All the courses are going fine and ~75% has already completed for all the running same. The course will complete on time.
  - The EOD exam will be done on time waiting for the exam cell confirmation report of the students.
  - All the students' attendance for the Domain and internship including the core course for M.Sc. is ok but for B.Sc. some student has problem which will be resolved once they report to department in offline.
  - The value added courses has been started for B.Sc. students (MS Excel) by Dr. G. K. Sahu and Dr. N. Gouda from middle of this month.
  - Faculties were asked to conduct 2<sup>nd</sup> internal examination of B.Sc. Chemistry 4th semester students.
    - Faculties have agreed to conduct 2<sup>nd</sup> internal examination soon.
  - Discussion was done on the course progress of ongoing even semester subjects.
    - Faculties have completed nearly 80% of their syllabus for 4<sup>th</sup> and 6<sup>th</sup> semester and around 50% for 2<sup>nd</sup> semester students.
- **Student Training:**
  - Student have gone for the Domain internship to CUTM-BBSR campus from 27-02-23 to 04-03-23. The internship has completed and the report will be submitted by the student before the semester exam.
- **Placement:**
  - All M.Sc. students have sent their Bio data to Dr. Padmaja pattnaik to look the placement possibility using BIOVIA in different company and waiting for the result.
- **Research projects:**
  - Faculties were asked to write research proposals and to apply for externally funded projects.
- **Consultancy : Nil**
- **Strategic Plan :**
  - To increase the number of Journal publications with this 3 month.

Centurion University of Technology & Management, Odisha, India from 27<sup>th</sup> to 29<sup>th</sup> March 2023.

- **Alumni Talk/Meet:** Nil
- **Mentoring:**
  - Faculties have already sent their mentoring report to Dr. R. Pradhan.

**Coordinator SoAS**

M. 25-03-23

25-02-23

1. Prof. G.K. Sahu.
2. Dr. Satyanarayan Bhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabindranath Pradhan
9. Dr. Ashok Misra
10. Dr. Banitamani Mallik
11. Dr. Balaji Padhy
12. Dr. Santos Ku. Bhal

Bhal

Bhal

Kalk

M. Chandra Kumar

Gouda  
23.03.23

Mallik

27/3/23

Ravi

Pal

B. Padhy

Gm

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> Feb 2023**

**Time: 5.00PM**

- **Teaching and Learning/Assessment:**
  - Discussion was done on the course progress of ongoing even semester subjects. Faculties have completed nearly 40% of their syllabus.
  - Faculties were asked to conduct the second internal exam by last week of March 2023.
  - Faculties were asked to prepare the E-materials for their respective subjects which they have been teaching in the current semester..
  - Discussion was done on the course progress of ongoing even semester subjects.
- **Student Training**
  - Faculties were asked to encourage students to attend the job readiness classes regularly.
  - It was decided to conduct regular seminar classes for B.Sc. chemistry students in the second half of each Saturday.
- **Student Training**
  - Renewal energy technology domain students (B.Sc 6<sup>th</sup> Sem and M.Sc 4<sup>th</sup> Sem. ) will go to BBSR campus from 27-02-23 to 04-03-23 to complete the domain project.
- **Placement: Nil.**
- **Research projects: Nil**
- **Consultancy: Nil**
  
- **Strategic Plan :**
  - All are working towards publications
  - Working on a new skill course medical based.
- **Student welfare:**
  - Dept. of physics is planning to take students of M.Sc. final year to Exposure visit during their domain project work at BBSR.
  - It was decided to conduct projects for B.Sc(Chem). 4<sup>th</sup> semester students.
- **Faculty and Staff welfare:**
  - All faculties were asked to write the research paper and book chapters and try to publish in peer reviewed journals.
  - All Faculties were requested to involve in research paper writing, project proposal writing and to attend FDPs/ Webinars/ Conferences to keep update with the new innovations.
  
- **Faculty/Student achievements: NIL**
- **List of papers published: NIL**

- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:**

- Student has attended GAJAJYOTI 2023 and visited Tirupati Grapheen with IOPB as an external exposure visit. Report will be provided once they return.
- Mr. I. Siva Ramakoti has attended an international conference ETES-2023 organized by Department of Environmental Science, F.M. University, Balasore.
- Dr. S. Dhal and Arpita Patro had gone for an experiment to Pondicherry university. Details will be sent by Dr.Dhal.

- **Conferences/ workshops/Webinar attended by Students(External) :**

- Miss Subhashree Padhy has attended an international conference ETES-2023 organized by Department of Environmental Science, F.M. University, Balasore.

- **Alumni Talk/Meet: Nil**

- **Mentoring:**

- Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.

**Coordinator SoAS**

25-02-23

1. Prof. G.K. Sahu.
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta K. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. T. Sivarama Koti
8. Dr. Rabindranath Pradhan
9. Dr. Ashok Mishra
10. Dr. Banitamani Mallik
11. Dr. Balaji Padhy
12. Dr. Santos K. Bhal

G.K. Sahu

Dr. Satyanarayan Dhal

Prasanta K. Rath

Subhasmita Mishra

Narayan Gouda  
25.02.23

Rosy Mallik

T. Sivarama Koti

Rabindranath Pradhan

Ashok Mishra

Banitamani Mallik

Balaji Padhy

Santos K. Bhal

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> Jan 2023**

**Time: 5.00PM**

- **Teaching and Learning/Assessment:**
  - Faculties were asked to complete two modules of 4<sup>th</sup> /6<sup>th</sup> /8<sup>th</sup> semester course for the first internal test exam.
  - ERP configuration of skill courses has done only need to check the attendance.
  - Even semester subject distribution has been done.
  - Course preparedness presentation for the even semester has done on 13-01-23.
  - Faculties were asked to prepare the E-materials for their respective subjects whom they will be teaching in the even semester.
  - All the faculties were asked to submit the hard copy of the course preparedness plan of their respective subjects at the HoD, Department of Chemistry and Physics by 3rd February 2023.
  
- **Student Training:** Nil .
- **Placement:** Pabitra panda has got a placement.
- **Research projects:** Nil
- **Consultancy:** Nil
- **Strategic Plan :**
  - Everyone has to publish at least one SCI in a year.
  - Planning to add one skill course for next semester. Work is under progress.
  - Science day presentation by students has planned.
  
- **Student welfare:**
  - Trying to arrange an exposure visit and also EMT practical at BBSR.
  - CSR activity is under planning for outdoor activity.
  - Faculties were asked to prepare the E-materials for their respective subjects whom they will be teaching in the even semester.
  
- **Faculty and Staff welfare:**
  - Anupam Bania has joined the WoW internship with Dr. S. Dhal.
- **Faculty/Student achievements:** Nil
- **List of papers published:** Nil
  
- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:**

Dr. S. Dhal is planning for a Gamma irradiation experiment in coming future.  
A FDP on Molecular dynamics simulation has done from 6-1-23 to 14-1-23 by materials group RC.
- **Conferences/ workshops/Webinar attended by Students (External) :** Nil

- **Alumni Talk/Meet:** Planning in future.
- **Mentoring:**
  - Faculties have to send their mentoring report to Dr. R. Pradhan on time.

### Coordinator SoAS

- Faculty and Learning Association
  - The faculty and LA have completed the report of "A" & "B" and will be submitted to the Dean.
  - The faculty should fill up the report for the next year to check the progress.
  - The report should be submitted to the Dean by the end of the year.
- Student Welfare
  - The student welfare committee has been formed for the next year.
  - The committee will be working on the welfare of the students.
  - The committee will be reporting to the Dean on a regular basis.
- Faculty Welfare
  - The faculty welfare committee has been formed for the next year.
  - The committee will be working on the welfare of the faculty.
  - The committee will be reporting to the Dean on a regular basis.
- Academic Workload
  - The academic workload committee has been formed for the next year.
  - The committee will be working on the academic workload of the faculty.
  - The committee will be reporting to the Dean on a regular basis.
- Financial Matters
  - The financial matters committee has been formed for the next year.
  - The committee will be working on the financial matters of the department.
  - The committee will be reporting to the Dean on a regular basis.
- Other Matters
  - The other matters committee has been formed for the next year.
  - The committee will be working on the other matters of the department.
  - The committee will be reporting to the Dean on a regular basis.



21:25 - 01-2023

-12-22

1. Prof. G.K Sahu
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabindranath Pradhan
9. Dr. Ashok Misra
10. Dr. Banitamani Mallik
11. Dr. Balaji Padhy
12. Dr. Sanfor Ku. Bhal

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1. Prof. G. K. Saha
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabindramath Pradhan
9. Dr. Ashok Misra
10. Dr. Banitamani Mallik
11. Dr. Balaji Padhy
12. Dr. Santos Ku. Bhal

G. K. Saha

K. Rath

Subhasmita Mishra

N. Gouda

R. Misra

I. Sivarama Koti

R. Pradhan

A. Misra

B. Mallik

B. Padhy

S. Bhal

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 26<sup>th</sup> Dec 2022**

**Time: 5.00PM**

- **Teaching and Learning/Assessment:**
  - For all the courses of Sem-1 the 2<sup>nd</sup> internal is going to over by 31<sup>st</sup> Dec. as the last interaction day is 31<sup>st</sup> Dec. 2022.
  - Faculties were asked to prepare the E-materials for their respective subjects which they will be teaching in the even semester.
  - The semester external practical exam for the practical has been finalized and mail will be circulated to students.
  - For new semester (B.Sc 6<sup>th</sup> & M.Sc 4<sup>th</sup>) the subject floatation has done on ERP and waiting for student registration. As the class work has started from 19-12-22.
- **Student Training:** Nil .
- **Placement :** Nil
- **Research projects:** Dr.S.Dhal has submitted one detail will be provided soon.
- **Consultancy:** Nil
- **Strategic Plan :**
  - Everyone has to publish at least one SCI in a year.
  - Planning to add one skill course for next semester. Work is under progress
  - All the faculties were asked to be ready with the course preparedness presentation of their respective subjects for the upcoming even semester.
  - It was decided to conduct a webinar and FDP in the month of January 2023 tentatively
  - Faculties were asked to complete the documents related to NAAC on time.
- **Student welfare:**

Trying to arrange an exposure visit.
- **Faculty and Staff welfare:**
  - All Faculty are involve in exam work and research work. Dr. G. K. Sahu got Ph..D.
- **Faculty/Student achievements:** Prof. G. K. Sahu got the Ph.D award.
- **List of papers published:** Nil
- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:**
  - Madhuchhand Swain & Dr. P. K. Rath has attended the DAE-SNP 2022 conference at Cotton University Guwahati from 01-12-22 to 05-12-22. The certificate yet to come.
  - All the SoAS group has attended a work shop on 3d printing at CIT-BBSR from 30-11-22 to 03-12-22. Dr. G.K. Sahu has attended the "international Conference on

Advanced Materials and Applications" from 15-12-22 to 17-12-22 at Siksha 'O' Anusandhan University, BBSR.

- Dr. S. Dhal , Arpita Patro and Madhuchhanda Swain has attended the DAE-SSPS-2022 from 18th December 2022 to 22nd December 2022 at BIT MESRA .
- Department of Chemistry in collaboration with the Research Center for Waste to Wealth Management conducted a webinar on "Wealth Creation through Plastic Waste Management" conducted by Center for Waste to Wealth Management on the eve of National Pollution Prevention Day (2<sup>nd</sup> December 2022).

All faculties of Department have attended the webinar.

- Dr. Rosy Mallik presented an invited talk in the 2nd National Conference on "Recent Advances in Materials, RAM-2022" during 28-29 December 2022 on the topic "Organocatalytic Approach for Densely Substituted Cyclic Compounds" organized by Department of Chemistry, School of Applied Sciences, CUTM, Bhubaneswar, Khorda, Odisha.

#### **Conferences/ workshops/Webinar attended by Students(External) :**

- Arpita Patro and Madhuchhanda Swain has attended the DAE-SSPS-2022 from 18th December 2022 to 22nd December 2022 at BIT MESRA. The certificate yet to come. Madhuchhanda Swain has attended the DAE-SNP 2022 conference at Cotton University Guwahati from 01-12-22 to 05-12-22.
- Ms. Subhashree , Research Scholar participated and given a poster presentation in two days 36th Annual Conference of Orissa Chemical society & National Conference on Advances in Materials Chemistry and Applications (AMCA – 2022) during December 18-19, 2022. This event was organized by Utkal University, Bhubaneswar, Odisha.
- Ms. Subhashree , Research Scholar participated in a webinar on "Wealth Creation through Plastic Waste Management" conducted by Center for Waste to Wealth Management on the eve of National Pollution Prevention Day (2<sup>nd</sup> December 2022).
- **Alumni Talk/Meet: Alumni** Planning in future.
- **Mentoring:**
  - A faculty has to send their mentoring report to Dr. R. Pradhan on time.

**Coordinator SoAS**

1. Prof. G. K. Saha
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabindramath Pradhan
9. Dr. Ashok Misra
10. Dr. Banitamani Mallik
11. Dr. Bellaji Padhy
12. Dr. Santor Ku. Bhal

G. K. Saha

Saha

Mishra

26.12.22

Mallik

26/12/22

Pradhan

Pradhan

B. Padhy

Bhal

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> Nov 2022**

**Time: 5.00PM**

• **Teaching and Learning/Assessment:**

- For all the courses of Sem-3 and Sem-5 (core paper) the 2<sup>nd</sup> internal has over on time as the last interaction day is 15 Nov.2022.
- For the Domain/skill practical Smruti Ranjan nayak has visited PKD campus and completed the skill practical's and domain project as well.
- The semester external practical exam for theory and the practical has been finalized and mail has circulated to students.
- Faculties were asked to prepare the E-materials for their respective subjects which they have been teaching in the ongoing semester.

• **Student Training:** Only Job reediness training is going on as a part of course.

• **Placement :** Nil all are busy with exam.

• **Research projects:** Nil

- Faculties were asked to write research proposals and to apply for externally funded projects.

• **Consultancy:** Nil

• **Strategic Plan :**

- Everyone has to publish at least one SCI in a year.
- Planning to add one skill course for next semester. Work is under progress.
- It was decided to conduct a webinar and FDP in the month of December 2022 tentatively. One webinar has been conducted in November 2022. The report will be sent soon to the concerned person.

• **Student welfare:**

- Trying to arrange an exposure visit.

• **Faculty and Staff welfare:**

- All Faculty are involving in exam work and research work.

• **Faculty/Student achievements:** Prof. G. K. Sahu got the Ph.D award.

• **List of papers published:** Nil

• **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:**

- Madhuchhand Swain has attended the experiment at IUAC from 26-10-22 to 04-11-22 at IUAC, Delhi and she will give the presentation. Dr. P. K. Rath attend the experiment at TIFR (11-11-22 to 17-11-22) at TIFR Mumbai.

- **Conferences/ workshops/Webinar attended by Students(External)** : Students of M.Sc 3<sup>rd</sup> Sem. Phy. Have attended the student hackathon 2022 at PKD campus and are planning to attend a conference at Hyderabad .
- Ms. Arpita Patro attended 7th International Conference on Ion Beams in Materials Engineering and Characterization (**IBMEC-2022**) and International School on Ion Beams in Materials Science (**IBMS-2022**) which was held on Nov 10/11/22 -19/11/22
- **Alumni Talk/Meet: Alumni** Planning in future.
- **Mentoring:**
  - Faculty has to send their mentoring report to Dr. R. Pradhan on time.

**Coordinator SoAS**

1271  
Dt: 25-11-22

1. Prof. G.K. Sahu
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabindranath Pradhan
9. Dr. Ashok Mishra
10. Dr. Banamani Mallik
11. Dr. Balaji Padhy
12. Dr. Santos Kumar Bhal

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28.11.22

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**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> October 2022**

**Time: 5.00PM**

- **Teaching and Learning/Assessment:**
  - For all the courses of Sem-3 the 2<sup>nd</sup> internal will be done on time as the last interaction day is 15 Nov.2022. The ERP configuration for value-added course "Yoga and Meditation" has been done and already attendance has given.
  - For the Domain/skill practical Smruti Ranjan nayak will come from BBSR to complete the practical.
  - Progress report has already circulated to faculty to fill it up before the dead lines
  - Faculties were asked to prepare the E-materials for their respective subjects which they have been teaching in the ongoing semester.
- **Student Training:**
  - Faculties were asked to encourage students to attend the job readiness classes regularly.
  - It was decided to conduct regular seminar classes for B.Sc. chemistry 3rd semester students in the second half of each Saturday.
- **Placement:**
  - B.Sc 5<sup>th</sup> sem (6 student) + M.Sc 3<sup>rd</sup> Sem. (1 student) got placement in Upskillz Ed-tech.

| Sl.No | Campus | School Name | Branch       | Name                  | Offers | Gender | Regd.No      | Actual Placement/Internship |
|-------|--------|-------------|--------------|-----------------------|--------|--------|--------------|-----------------------------|
| 1     | PKD    | SoAS        | B.Sc Physics | G.Pragya Sree         | 1      | Female | 202204120001 | Upskillz ED-Tech            |
| 2     | PKD    | SoAS        | B.Sc Physics | Girish Nandisa        | 1      | Male   | 202204120003 | Upskillz ED-Tech            |
| 3     | PKD    | SoAS        | B.Sc Physics | Mousumi Mohapatro     | 1      | Female | 202204120005 | Upskillz ED-Tech            |
| 4     | PKD    | SoAS        | B.Sc Physics | Sai Kumar Jena        | 1      | Male   | 202204120004 | Upskillz ED-Tech            |
| 5     | PKD    | SoAS        | B.Sc Physics | Hari kishor palaka    | 1      | Male   | 202204120006 | Upskillz ED-Tech            |
| 6     | PKD    | SoAS        | B.Sc Physics | G.Triveni             | 1      | Female | 202204120002 | Upskillz ED-Tech            |
| 7     | PKD    | SoAS        | M.Sc Physics | Munikoti Bhuvan Kumar | 1      | Male   | 212205120001 | Upskillz ED-Tech            |

- **Research projects:** Nil
- **Consultancy:** Nil
- **Strategic Plan :**
  - To increase the number of Journal publications. Dr. R. Mallik has arrange a meeting to smoothing the publication work.
  - Planning to add one skill course for next semester. Work is under progress.

- Faculties were asked to write research proposals and to apply for externally funded projects.
- **Student welfare:**
  - Trying to arrange an exposure visit + visit to BBSR campus for practical's of solid state physics.
  - It was decided to conduct projects for B.Sc. (chemistry) 3<sup>rd</sup> semester students.
- **Faculty and Staff welfare:**
  - All Faculty are involving in class work and research work.
  - To conduct a webinar and FDP in the month of September 2022 tentatively.
  - All faculties were asked to write the research paper and book chapters and try to publish in peer reviewed journals.
  - All Faculties were requested to involve in research paper writing, project proposal writing and to attend FDPs/ Webinars/ Conferences to keep update with the new innovations.
- **Faculty/Student achievements: Nil**
- **List of papers published: Nil**
- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:**
  - Ms. Arpita Patro active participated 5 days online Faculty Development Program on 'Advances in 'Characterization Techniques' organized by the Department of Physics and Department of Chemistry, Presidency University, from 10th to the 14th of October, 2022.
  - Madhuchhand Swain has participated in the "WORKSHOP ON RECENT DEVELOPMENTS IN BEAM DIAGNOSTIC SYSTEMS (DBDS-2022)" on September 23, 2022 organized by Inter-University Accelerator Centre (IUAC), New Delhi, India.
  - Dr Prasanta Kumar Rath, has participated in the "WORKSHOP ON RECENT DEVELOPMENTS IN BEAM DIAGNOSTIC SYSTEMS (DBDS-2022)" on September 23, 2022 organized by Inter-University Accelerator Centre (IUAC), New Delhi, India.
- **Conferences/ workshops/Webinar attended by Students(External) :**
  - Students of M.Sc 3<sup>rd</sup> Sem. Phy. Are planning to attend a conference at Hyderabad and also planning to visit ARIES Nainital as exposure visit.
- **Alumni Talk/Meet:**
  - Planning to organize a Seminar talk by alumni.
- **Mentoring:**
  - Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.

**Coordinator SoAS**

1. Prof. G. K. Sahu
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Glouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabinranath Pradhan
9. Dr. Ashok Misra
10. Dr. Banitamani Mallik
11. Dr. Balaji Padhy
12. Dr. Santos Kumar Bhal

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~~24/10/22~~

~~Ram~~

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~~5/2~~

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> September 2022**

**Time:5.00PM**

- **Teaching and Learning/Assessment:**
  - The value-added course “Yoga and Meditation” has been started for B.Sc<sup>5<sup>th</sup></sup> Sem. and M.Sc<sup>3<sup>rd</sup></sup> Sem. The class is taking by Dr. Balaji Padhy. It has sent to ERP for configuration.
  - For the Domain classes the student need to visit CIT-Campus on this semester for the practical before the semester exam.
  - Course distribution among all faculties was done for B.Tech Engineering and Diploma 1st semester students.
  - Discussion was done on the course progress of B.Sc. and B.Tech 3<sup>rd</sup> semester. All faculties were asked to submit the course progress status by 22<sup>nd</sup> September 2022.
  - All faculties of Chemistry Department were asked to give a course preparedness presentation for the B.Tech Eng. Chemistry courses.
  
- **Student Training:** Only Job reediness training is going on as a part of course.
- **Placement :** Nil
- **Research projects:** Faculties were asked to write research proposals and to apply for externally funded projects.
- **Consultancy:** Nil
- **Strategic Plan :**
  - To increase the number of Journal publications. Dr. R. Mallik will arrange a meeting to smoothing the publication work.
  
- **Student welfare:**
  - Trying to organize a workshop for CSR activity of the exiting students.
  - It was decided to conduct regular seminar classes for B.Sc. chemistry 3<sup>rd</sup> semester students in the second half of each Saturday.
  
- **Faculty and Staff welfare:**
  - All Faculty are involving in class work and research work.
  
- **Faculty/Student achievements:** Dr. S. Dhal & Dr. P. K. Rath got “Certificate of Excellence” award from CUTM-PKD-2022 for the research project. Dr. P. K. Rath got the “Distinguished Achiever Award” in Provost’s Annual Research Conclave 2022.
- **List of papers published:** Nil

- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:** Dr. P. K. Rath and Madhuchhand Swain is going to attend the "DBDS-2022 at IUAC, Delhi on 23-09-22.
- **Conferences/ workshops/Webinar attended by Students(External) :** Students of M.Sc 3<sup>rd</sup> Sem. Phy. Are planning to attend a conference at Hyderabad and also planning to visit ARIES Nainital as exposure visit.
- **Alumni Talk/Meet:** Planning to organize a Seminar talk by alumni.
- **Mentoring:**
  - Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.

### Coordinator SoAS

25-09-22

1. Prof. G.K. Sahu
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabinranath Pradhan
9. Dr. Ashok Misra
10. Dr. Banitamani Mallik
11. Dr. Balaji Padhy
12. Dr. Santos Kumar Bhal



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Kali

Subhasmita

Gouda

R. Mallik

26.09.22

26/9/22

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**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> Aug 2022**

**Time: 5.00PM**

• **Teaching and Learning/Assessment:**

- For all the courses of Sem-3 and Sem-5 has been started. Time table has been sent to ERP for configuration. For Sem-5 questions has been sent to QP cell on time.
- The courses (B.Sc 3<sup>rd</sup> & M.Sc 3<sup>rd</sup> Sem) Has been sent to ERP for configuration.
- This time the students have taken domain + skill+ job readiness + Value added course. The time table has been prepared and communicated to students and teachers including the above courses.
- Value added courses for B.Sc 5<sup>th</sup> Semester and M.Sc 3<sup>rd</sup> semester students will start from September 1<sup>st</sup> week.
- NET syllabus for the M.Sc. Physics and Chemistry students was reviewed.

• **Student Training:**

- Faculties were asked to encourage students to opt for a value-added course and also to attend the job readiness classes regularly.

• **Placement:** Nil

• **Research projects:** Nil

• **Consultancy :** Nil

• **Strategic Plan :**

- To increase the number of Journal publications. Dr. R. Mallik will arrange a meeting to smoothing the publication work.
- The course preparation for Simulation based radiation Physics (0-2-2) will be float on next. Sem.
- The Alumni talk has been over on Friday (05-08-2022 @ 10:00am) at 301 Seminar room MBA building. The alumni talk was presented by "Ms. Arpita Patro & Ms. Madhuchhanda Swain" on "Nano curcumin and its Impact on antibacterial effects " & "Study of Nuclear reaction using loosely bound projectiles". Some of the photo has been attached in the link. <https://photos.app.goo.gl/LfwcCDndNGLSaPjE6>.
- To conduct a webinar and FDP in the month of September 2022 tentatively.
- The course preparedness presentation has over and it was held at Seminar room CPS building, CUTM-PKD. All the courses of upcoming sem. (3<sup>rd</sup> and 5<sup>th</sup>) has been presented by the corresponding faculties on 09-08-22. Dr Ashok Mishra was the chair person.

• **Student welfare:**

- Trying to organize a workshop for CSR activity of the exiting students and also for the research scholar students requested to provide a sitting place. Ms.Arpita

Patro has given Ph.D review and she has recommended for full time research scholar.

- Faculties were asked the 3<sup>rd</sup> semester students to clear their dues and to complete the subject registration in ERP.

- **Faculty and Staff welfare:**

- All Faculty are involving in class work preparation and research work.
- All Faculties were requested to involve in research paper writing, project proposal writing and to attend FDPs/ Webinars/ Conferences to keep update with the new innovations.

- **Faculty/Student achievements:** The Ph.D pre talk of Prof. G. K. Sahu has been over on 30-07-22.

- Dr. Rosy Mallik has received recognition award for her getting external project.

- **List of papers published: 01**

|                         |   |                                  |                          |              |   |
|-------------------------|---|----------------------------------|--------------------------|--------------|---|
| Dr.<br>Narayan<br>Gouda | <u>Pyrolysis of low rank coal: Thermo kinetic analysis and product characterization</u> | Environmental Quality Management | Scopus (Wiley Publisher) | August, 2022 | <a href="https://doi.org/10.1002/tqem.21911">https://doi.org/10.1002/tqem.21911</a> |
|-------------------------|---|----------------------------------|--------------------------|--------------|---|

- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:** Mr. G. K. Sahu attended National Seminar on Advances in Material Science & Technology on 26<sup>th</sup> August 2022 held at COEB, BBSR online.

- **Conferences/ workshops/Webinar attended by Students(External) :** Students of M.Sc 3<sup>rd</sup> Sem. Phy. Are planning to attend a conference at Hyderabad but it is under discussion for financial support.

- **Alumni Talk/Meet:** The talk has been organized on 05-08-22. The reports will be submitted by the Seminar coordinator Dr. S. Dhal very soon.

- **Mentoring:**

- Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.

**Coordinator SoAS**



27.28-8-22

1. Prof. G.K. Sahu
2. Dr. Satyanarayan Dhal
3. Dr. Prasanta Ku. Rath
4. Dr. Subhasmita Mishra
5. Dr. Narayan Gouda
6. Dr. Rosy Mallik
7. Prof. I. Sivarama Koti
8. Dr. Rabinranath Pradhan
9. Dr. Ashok Mishra
10. Dr. Banitamani Mallik
11. Dr. Balaji Padhy
12. Dr. Santos Kumar Bhal

Prasanta  
Rath

Rath  
Subhasmita

Gouda  
Mallik 29.08.22

Rath  
I. Sivarama Koti 29/8/22

Rath  
Banitamani

Padhy  
Santos

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
PARALAKHEMUNDI**

**School of Applied Sciences  
FACULTY MEETING**

**Venue: Chamber of Coordinator, SoAS**

**Date: 25<sup>th</sup> July 2022**

**Time: 5.00PM**

**Teaching and Learning/Assessment:**

- Faculties have reported that 7 modules of their assigned subjects have been completed.
- Attendance is being updated regularly. Students and parents are being informed regarding the shortage of attendances.
- The external practical examination dates and external examiner for B.Sc.(Chemistry). 2<sup>nd</sup> semester students have been finalized and the external practical examination will be conducted on 14<sup>th</sup> and 15<sup>th</sup> July.
- For all the courses of Sem-2 the course has completed and also 2<sup>nd</sup> internal has also over.
- The courses for upcoming Sem. (B.Sc. 5<sup>th</sup> and M.Sc. 3<sup>rd</sup> sem. Physics) has been sent to ERP for floatation. The time table has been prepared including the domain.

• **Student Training:**

Three students from B.Sc. final semester have successfully presented their summer internship work in 1000 student Interns Review (Round 1) at paralakhemundi Campus held on .... One M.Sc. student is preparing for the presentation in Round 2 Intern review.

• **Placement:** Nil

- **Research projects:** Dr. Rosy Mallik, Assistant Professor, Department of Chemistry has gone to NIT Rourkela to carry out the research work of her granted TARE project.

**Consultancy:** Nil

• **Strategic Plan :**

- To increase the number of Journal and book chapter publications.
- To conduct a Webinar in the month of August 2022
- Planning to make a separate seminar class for the B.Sc. chemistry students.
- Already New program (Simulation based radiation Physics (0-2-2)) has approved to make it skill. Meeting with Dr. Padmaja madam will happen soon.

• **Purchase order:**

The P.Os for the procurement of the chemicals, glassware, plasticware and instruments were finalized and were sent to the corresponding vendors for supply.

• **Student welfare:**

- Faculties were instructed to ready with their course preparedness presentation and to prepare the E-materials for the subjects taken for 3<sup>rd</sup> semester.

- **Faculty and Staff welfare:**

- All faculties were asked to write the research paper and book chapters and try to publish in peer reviewed journals.
- All Faculties were requested to involve in research paper writing, project proposal writing and to attend FDPs/ Webinars/ Conferences to keep update with the new innovations.

- **Faculty/Student achievements:**

Prof. G.K. Sahu successfully delivered his Ph.D. pre-talk entitled "Study of Dielectric, Ferroelectric and Conduction Behavior of Rare Earth Doped Strontium Bismuth Tantalate Ceramics "on 30<sup>th</sup> July 2022.

- **List of papers published: 2**

|                   |   |  |           |            |
|-------------------|---|--|-----------|------------|
| Dr. Narayan Gouda | Co-pyrolysis of beeswax with different consumer plastics for synergetic production of sustainable fuel oil                            | <i>Sustainable energy technology and Assessment</i>              | IF= 7.632 | July, 2022 |
| Dr. Narayan Gouda | Effect of coal grade and heating rate on the thermal degradation behaviour, kinetics and thermodynamics of pyrolysis of low rank coal | <i>International journal of coal preparation and utilisation</i> | IF=2.791  | July, 2022 |

- **Conferences/ workshops/FDP/MDP/Webinar attended and organized by faculty:** Nil

- **Conferences/ workshops/Webinar attended by Students(External):** Nil






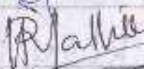

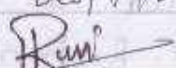

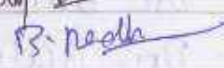

- **Alumni Talk/Meet:** Planning to organize a Seminar by alumni in the month of August.

- **Mentoring:**

- Faculties were instructed to conduct the student mentoring classes regularly and to submit the monthly mentoring report to the chief mentor by 1<sup>st</sup> week of every month.

**Coordinator SoAS**

27.07.22



- Prof. G.K. Saha
1. Dr. Satyanarayan Dhal
  2. Dr. Prasanta Kumar Rath.
  3. Dr. Subhasmita Mishra
  4. Dr. Narayan Gouda
  5. Dr. Rosy Mallik
  6. Prof. I. Sivaram Koti
  7. Dr. Rabindranath Pradhan
  8. Dr. Ashok Mishra
  9. Dr. Banitamani Mallik
  10. Dr. Balaji Padhi
  11. Dr. Santos Kumar Bhal.
-   
  
  
  
  
  
  
  
  
  
  


**Centurion University of Technology and Management, Odisha**  
**Meeting Minutes**  
**12-06-23**

A meeting of CUTM-Mini Planet Earth was held on Deans Chamber (SoAS) on 12<sup>th</sup> June, 2023 at Room no-401. The meeting convened at 3.00PM with Dean-SoAS -Dr. Yashaswi Nayak presiding. All the faculty members of Botany and Zoology had an interaction session with Senior Faculty members of, OUAT. The discussion was regarding the existing issues and areas that need improvement in Pollinators Paradise. The delegates from OUAT focused on several aspects like vermicomposting, use of insecticides and pesticides, feeding habits of animals, application of fertilisers in intervals etc. All the faculty members will work under their guidance on different live experiments like Cactus, Lilly, Lotus and Orchid etc. To enhance our knowledge and gain ideas regarding Orchid and Pearl culture two eminent speakers will share their experience. Mr. Nirmal Mishra and Mr. Manoj Kumar Bisoi will deliver a talk on Orchid culture and Pearl culture on 16<sup>th</sup> and 21<sup>st</sup> September -2023. During the meeting it was decided that our students (Botany and Zoology) will visit and work from Monday (19<sup>th</sup> June 2023) at the Pollinators paradise for their production and live project work. With the progress of work it was planned to publish a newsletter very soon.

The meeting emphasized the importance of Flora and Fauna care, protection, improvement and development. This development will lead to biodiversity conservation, ecosystem services, improve aesthetic and cultural values and open wide research opportunities.

**Members Present**

| <b><u>Name</u></b>           | <b><u>Signature</u></b>   |
|------------------------------|---|
| 1. Dr. Yashawi Nayak         |  |
| 2. Dr. Siba Prasad Parida    |  |
| 3. Dr. Gagan Kumar Panigrahi |  |
| 4. Dr. Sunita Satapathy      |  |
| 5. Dr. Pradip Kumar Prusty   |   |
| 6. Dr. Bikash Ranjan Sahu    |    |



School of Applied Sciences (SoAS)  
Centurion University of Technology and Management (CUTM), Bhubaneswar-752050

**MINUTES OF MEETING - 10.06.2023/12.30PM**

**Members Present in The Meeting**

| <b><u>Zoology Department</u></b>              | <b><u>Botany Department</u></b> |
|---|---------------------------------|
| Dr. Yashaswi Nayak, HOD, Zoology & Dean, SoAS | Dr. Rukmini Mishra, HOD, Botany |
| Prof. Siba Prasad Parida                      | Dr. Sagarika Parida             |
| Dr. Bikash Ranjan Sahu                        | Dr. Gyanranjan Mahalik          |
| Dr. Gagan Kumar Panigrahi                     | Dr. Jatindranath Mohanty        |
| Dr. Pradip Kumar Prusty                       | Dr. Madhusmita Barik            |
| Dr. Sunita Satpathy                           | Dr. Srimay Pradhan              |
|   | Dr. Bhagyeswari Behera          |
|   | Dr. Abanikanta Bhadra           |

Meeting started with the welcome address by Dean SoAS.

The **agenda** of the meeting placed are:

1. Road map to develop and strengthen teaching and learning process.
2. Class room environment, monitoring and students' attainment.
3. Course preparedness and presentation.
4. Enhancing research and publication output with increasing outsource funding.
5. Criteria fixing to take Ph.D. students.
6. Preparing students and providing them NET and GATE syllabus, study materials and coaching.

**Resolutions**

1. Domain course (i.e. smart agriculture) taking students will be doing their project work in their campus itself instead of going to other campus to avoid and fill the gaps of learning like all student mobilization and all teachers' involvement. Online Internal-I examination should be held in the campus itself to know about the students' original performance.
2. Class room environment will be maintained from point of time to point of time without any relaxation to any teacher or any student.
3. Course preparedness and presentation will be monitored primarily by concerned HOD/Dean who belong to that subject area.
4. Research and publication output will be enhanced by allotting more and proportionate number of students to faculties. Research funding will be increased through applying and writing more project proposals.
5. Eligibility criteria of taking Ph.D. students should be relaxed to fulfill the target of full time research scholars.
6. Every faculty will focus and address on the students' fundamentals and outlook towards National and International Competitive Examinations to qualify for research, development and professional careers along with their regular teaching.

Members Present

Name

Signature

1. Dr. Yashawi Nayak



2. Dr. Siba Prasad Parida



3. Dr. Gagan Kumar Panigrahi



4. Dr. Sunita Satapathy



5. Dr. Pradip Kumar Prusty

R. Mishra

6. Dr. Rukmini Mishra

7. Dr. Sagarika Parida



8. Dr. Gyanranjan Mahalik

Gyanjan Mahalik

9. Dr. Jatindranath Mohanty



10. Dr. Madhusmita Barik



11. Dr. Srimay Pradhan



12. Dr. Bhagyeswari Behera



13. Dr. Abanikanta Bhadra



14. Dr. Bikash Ranjan Sahu



## MINUTES OF THE MEETING

07.06.2023

A meeting was conducted by Dr Yashaswi Nayak, Head Of the Department, Department of Zoology along with other faculties of the department (Dr. Siba Prasad Parida, Dr Sunita Satapathy, Dr Gagan Kumar Panigrahi, Dr Pradeep Kumar Prusty, Dr Bikash Ranjan Sahu and Mr Soumen Kumar Mohanty) to discuss on selection of an elective subject by newly joined PhD scholars to study for their PhD coursework. The three elective subjects are Genetics and Molecular Biology, Modern Zoology and Environmental Biology and Taxonomy. It was suggested by Dr Siba Prasad Parida that, PhD scholars should discuss with their respective supervisors to take decision on selecting the particular subject based on strength and novelty related to translational research.

### Members Present

#### Name

1. Dr. Yashawi Nayak
2. Dr. Siba Prasad Parida
3. Dr. Gagan Kumar Panigrahi
4. Dr. Sunita Satapathy
5. Dr. Pradip Kumar Prusty
6. Dr. Bikash Ranjan Sahu

#### Signature







**Centurion University of Technology & Management**  
**School of Applied Sciences**  
**Department of Zoology**  
**Minutes of the Meeting for 2<sup>nd</sup> March 2023**

Venue : Chamber of Dean, SoAS  
Date : 2<sup>nd</sup> March 2023

Time : 12:30 P.M.

A meeting has been conducted of all faculty Department of Zoology and discussed on bellow mentioned Points.

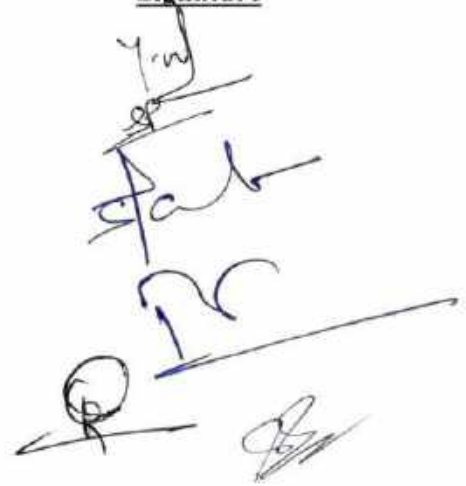
1. **New program for upcoming academic year:** Syllabus structure was discussed to implement in B.Sc. 4 years programme according to NEP.
2. **Semester exam of Final Year Student:** All the department faculty members were advised to evaluate the class room learning and action learning so that the students will go for the binding of the same and to kept in the department as learning records.
3. **Domain project for possible publication:** Dr. Siba Prasad Parida will look after the possible publication from the domain project with the help of Dr. Sambid Swain for Department of Zoology.
4. **NET/GATE Coaching:** Coaching classes have already started for 1<sup>st</sup> Year M.Sc. students.
5. **Science day celebration:** For the science day celebration it has been decided that Dr. Subrata Sarangi will look on this matter centrally and if any campus will organize any event locally they will send a report to Dr. Sarangi for official record with proofs.
6. **Mentoring Issues:** Dr. Bikash Ranjan Sahu raised the following issues after mentoring the 1<sup>st</sup> year B.Sc. Students
  - i. Slow learners will be provided with Remedial Classes. In view of this issue remedial classes was arranged and the same was accommodated in the time table.
  - ii. The students who have not paid the fees were alerted and they have clear the fees before the commencement of 2<sup>nd</sup> semester.

Members Present

Name

1. Dr. Yashawi Nayak
2. Dr. Siba Prasad Parida
3. Dr. Gagan Kumar Panigrahi
4. Dr. Sunita Satapathy
5. Dr. Pradip Kumar Prusty
6. Dr. Bikash Ranjan Sahu

Signature

The image shows six handwritten signatures in blue ink, arranged vertically and slightly overlapping. The signatures are: 1. A signature starting with 'Y' for Dr. Yashawi Nayak. 2. A signature starting with 'S' for Dr. Siba Prasad Parida. 3. A signature starting with 'G' for Dr. Gagan Kumar Panigrahi. 4. A signature starting with 'S' for Dr. Sunita Satapathy. 5. A signature starting with 'P' for Dr. Pradip Kumar Prusty. 6. A signature starting with 'B' for Dr. Bikash Ranjan Sahu.



## Centurion University of Technology & Management

### School of Applied Sciences Department of Zoology Minutes of the Meeting

Venue : Chamber of Dean, SoAS  
Date : 10<sup>th</sup> December 2022

Time : 12:30 P.M.

A meeting has been conducted of all faculty Department of Zoology and following points were discussed:

- 1. Feedback of department faculties:** Based on the feedbacks obtained from Zoology students, it was unanimously decided that faculties of the department needs to constantly interact with the students and need to cater any challenges faced by the students in the academic process.
- 2. Practice topics and conduct of practical classes:** Practice topics of all the courses needs to be given highest priority and faculties need to ensure that all the requirements of the practical classes are there in the laboratory otherwise need to be ordered as soon as possible.
- 3. Question bank:** It was also discussed that question banks needs to be prepared for all the Zoology subjects and should be uploaded in the Google Drive.
- 4. Mentoring Issues:** All the faculties were advised to look after the M.Sc students and following points were addressed in the meeting;
  - i. Slow learners needs Remedial Classes. In view of this issue, remedial classes were arranged and the same was reflected in the time table.
  - ii. The students who have not paid the fees were alerted and they have been strictly instructed to clear the fees before the commencement of 4<sup>th</sup> semester.

#### Members Present:

1. Dr. Yashaswi Nayak
2. Dr. Siba Prasad Parida
3. Dr. Sunita Satapathy
4. Dr. Gagan Kumar Panigrahi
5. Dr. Pradip Kumar Prusty
6. Dr. Bikash Ranjan Sahu

**Dr. Yashaswi Nayak,**  
Dean, SoAS & HoD Zoology  
DEAN

School of Applied Sciences  
CENTURION UNIVERSITY OF TECHNOLOGY & MANAGEMENT  
Bhubaneswar, Odisha

**Centurion University of Technology & Management**  
**School of Applied Sciences**  
**Department of Zoology**  
**Minutes of the Departmental meeting for 3<sup>rd</sup> Aug 2022**

**Agenda:**

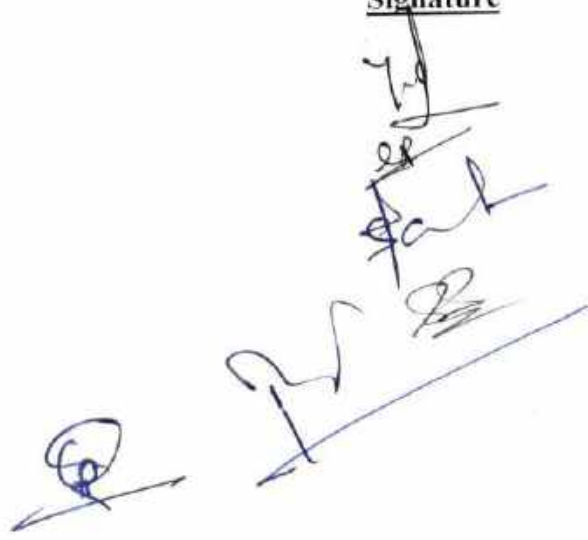
1. Time Table of B.Sc 6<sup>th</sup> Sem. Students (Department of Zoology) will be adjusted according to the availability of course instructor.
2. Students should write the class notes in learning records.
3. All Experiments to be conducted offline.
4. All faculty of Zoology dept. will actively try to plan for writing good papers, aiming to the June-22 target
5. All Faculty are requested to published research papers, attend FDPs, Webinars to keep update with the new innovations.
6. Webinars need to be organized on behalf of our department.
7. All students to attend the Webinars and need to participate in other activities
8. List of industries for the involvement of students internships, need to be collected from Research Center.
9. All Faculty are requested to update NAAC information's related documents.

**Members Present**

**Name**

1. Dr. Yashawi Nayak
2. Dr. Siba Prasad Parida
3. Dr. Gagan Kumar Panigrahi
4. Dr. Sunita Satapathy
5. Dr. Pradip Kumar Prusty
6. Dr. Bikash Ranjan Sahu

**Signature**



Handwritten signatures of the members present, corresponding to the list of names. The signatures are written in blue ink and are somewhat stylized. There are six distinct signatures, each corresponding to one of the members listed on the left.

**Centurion University of Technology & Management**  
**School of Applied Sciences**  
**Department of Zoology**  
**Minutes of the meeting for 8<sup>th</sup> July 2022**

A meeting has been conducted of all faculty Department of Zoology on bellow mentioned Points.

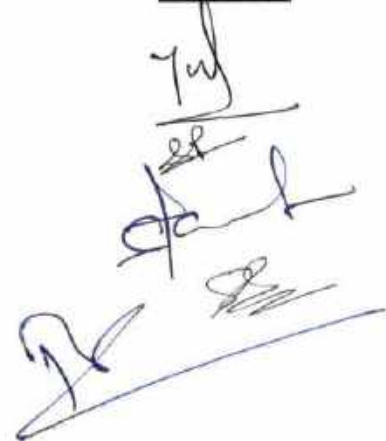
1. **New program for upcoming academic year:** It has been decided that the department will do their internal meeting and finally come with few new programs which will be floated as skill. Before that a work shop will be conducted on that program & most preferably it will be done by end of Feb. 2022
2. **Semester exam of 1<sup>st</sup> Sem. Student:** As the class work has started late not at Oct. 2021 so a request for extension on 1<sup>st</sup> Sem. Exam date has been proposed which will be carry forwarded in the Dean's Meeting.
3. **Domain project for possible publication:** Dr. Sitaram Swain will look after the possible publication from the domain project with the help of Dr. Sambid Swain for Department of Zoology.
4. **NET/GATE Coaching:** It has been decided that based on the result analysis of the final year student a list will be prepared across the campus and an external agency will be hired for NET/GATE coaching initially.
5. **Science day celebration:** For the science day celebration it has been decided that Dr. Subrata Sarangi will look on this matter centrally and if any campus will organize any event locally they will send a report to Dr. Sarangi for official record with proofs.

**Members Present**

Name

Signature

1. Dr. Yashawi Nayak
2. Dr. Siba Prasad Parida
3. Dr. Gagan Kumar Panigrahi
4. Dr. Sunita Satapathy
5. Dr. Pradip Kumar Prusty
6. Dr. Bikash Ranjan Sahu



**Minutes of Meeting**

Date: 17.06.2022

Time: 11.45 AM

Agenda: **Publication target**

All Zoology faculty meeting was conducted at the aforesaid date and time through online mode.

**The following points were discussed and finalized:**

- It was discussed to meet a publication target of 150 during the period June-December 2022.
- It has been decided to write paper from the data generated from Students Project.
- The target for paper writing was intimated to all faculty of Department of Zoology, School of Applied Sciences of all Campuses.
- It has been finalized that everyone should complete the writing by 30<sup>th</sup> August 2022.

It was discussed and informed to all that some papers have been published in 2021 with wrong affiliation and non-indexing/Scopus discontinued journals. It is suggested to all to mention the correct affiliation in the manuscript as given below:

**Members Present**

**Name**

1. Dr. Yashawi Nayak
2. Dr. Siba Prasad Parida
3. Dr. Gagan Kumar Panigrahi
4. Dr. Sunita Satapathy
5. Dr. Pradip Kumar Prusty
6. Dr. Bikash Ranjan Sahu

**Signature**





Departmental Meeting Notice No. Agron/2023/7

Date: 14/07/2023

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 15/07/2023 at 5:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. NAAC visit preparation, 2023
3. Publication
4. PG students activities
5. Upcoming course
6. International conference

The following faculty members were present in the meeting

|     |                             |                          |
|-----|-----------------------------|--------------------------|
| 1.  | Prof. M. Devender Reddy     | <i>M. Devender Reddy</i> |
| 2.  | Dr. Sagar Maitra            | <i>Sagar Maitra</i>      |
| 3.  | Prof. Supradip Sarkar       | <i>S. Sarkar</i>         |
| 4.  | Dr. Tanmoy Shankar          | <i>Tanmoy Shankar</i>    |
| 5.  | Dr. Rajesh Shriram Kalasare | <i>Rajesh Kalasare</i>   |
| 6.  | Dr. Abha Manohar K.         | <i>Abha</i>              |
| 7.  | Dr. Ashirbachan Mahapatra   | <i>Ashirbachan</i>       |
| 8.  | Dr. Jnana Bharti Palai      | <i>Jnana Palai</i>       |
| 9.  | Dr. Triptesh Mondal         | <i>Triptesh Mondal</i>   |
| 10. | Dr. Monalisa Sahoo          | <i>Monalisa</i>          |
| 11. | Dr. Suprava Nath            |                          |
| 12. | Dr. Bandanarani Barik       | <i>B. Barik</i>          |
| 13. | Dr. G. Shekar               | <i>G. Shekar</i>         |
| 14. | Mr. Lalichetti Sagar        | <i>L. Sagar</i>          |
| 15. | Ms. Upasana Sahoo           | <i>Upasana</i>           |
| 16. | Mr. M. Sai Ram              | <i>M. Sai Ram</i>        |
| 17. | Mrs. Sonia Panigrahi        | <i>Sonia</i>             |

*Sagar Maitra*

**HoD, Agronomy and Agroforestry**





**Department of Agronomy and Agroforestry**  
**MSSSoA, Centurion University of Technology and Management**  
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Departmental Meeting No. Agron/2023/07

Date: 15/07/2023

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Status of NAAC visit preparation was discussed with all the faculties of the department.
2. Pending works regarding the NAAC files were focused and updation of the files were discussed.
3. Attendance updated in ERP
4. The target journals for publications should be SCI/Scopus/WoS/UGC care indexed, as agreed upon by all faculty members.
5. There was conversation about the presentations and the next international conference.

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Departmental Meeting Notice No. Agron/2023/06

Date: 23/6/2023

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 24/06/2023 at 5:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. NAAC documents for mock visit, 2023
3. Synopsis presentation and Research activities
4. Publications update of 2023
4. Course presentation
5. Miscellaneous

The following faculty members were present in the meeting

|     |                             |                         |
|-----|-----------------------------|-------------------------|
| 1.  | Prof. M. Devender Reddy     | M. Devender Reddy       |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra            |
| 3.  | Prof. Supradip Sarkar       | Supradip Sarkar 24/6/23 |
| 4.  | Dr. Tanmoy Shankar          | Tanmoy Shankar          |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare         |
| 6.  | Dr. Abha Manohar K.         | Abha Manohar K.         |
| 7.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra   |
| 8.  | Dr. Jnana Bharti Palai      | Jnana Bharti Palai      |
| 9.  | Dr. Triptesh Mondal         | Triptesh Mondal         |
| 10. | Dr. Monalisa Sahoo          | Monalisa Sahoo          |
| 11. | Dr. Suprava Nath            | Suprava Nath            |
| 12. | Dr. Bandanarani Barik       | Bandanarani Barik       |
| 13. | Dr. G. Shekar               | G. Shekar               |
| 14. | Mr. Lalichetti Sagar        | L. Sagar                |
| 15. | Ms. Upasana Sahoo           | Upasana Sahoo           |
| 16. | Mr. M. Sai Ram              | M. Sai Ram              |

Sagar Maitra  
 HoD, Agronomy and Agroforestry



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Departmental Meeting No. Agron/2023/06

Date: 24/06/2023

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Status of NAAC visit preparation was discussed with all the faculties of the department.
2. The NAAC file update process was reviewed and outstanding work related to it was concentrated upon.
3. ERP updated with attendance information
4. The target journals for publications should be SCI/Scopus/WoS/UGC care indexed, as agreed upon by all faculty members.
5. The research activities and the synopsis presentations were discussed.
6. To prepare for the mock visit, NAAC files were examined.

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Departmental Meeting Notice No. Agron/2023/5

Date: 29/05/2023

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 30/05/2023 at 5:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Publication target by 30th June, 2023
2. International conference
4. PG students' activities
5. Upcoming course

The following faculty members were present in the meeting

|     |                             |                       |
|-----|-----------------------------|-----------------------|
| 1.  | Prof. M. Devender Reddy     | M. Devender Reddy     |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra          |
| 3.  | Prof. Supradip Sarkar       | Supradip Sarkar       |
| 4.  | Dr. Tanmoy Shankar          | Tanmoy Shankar        |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare       |
| 6.  | Dr. Abha Manohar K.         | Abha Manohar K.       |
| 7.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra |
| 8.  | Dr. Jnana Bharti Palai      | Jnana Bharti Palai    |
| 9.  | Dr. Triptesh Mondal         | Triptesh Mondal       |
| 10. | Dr. Monalisa Sahoo          | Monalisa Sahoo        |
| 11. | Dr. Suprava Nath            | Suprava Nath          |
| 12. | Dr. Bandanarani Barik       | Bandanarani Barik     |
| 13. | Dr. G. Shekar               | G. Shekar             |
| 14. | Mr. Lalichetti Sagar        | L. Sagar              |
| 15. | Ms. Upasana Sahoo           | Upasana Sahoo         |
| 16. | Mr. M. Sai Ram              | M. Sai Ram            |

Sagar Maitra  
HoD, Agronomy and Agroforestry



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Departmental Meeting No. Agron/2023/05

Date: 30/05/2023

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. It was discussed by the faculty members what the publication aim is, which is to be done by June 30..
2. The focus was on the presentations and getting ready for the next international conference..
3. ERP updated with attendance information
4. The target journals for publications should be SCI/Scopus/WoS/UGC care indexed, as agreed upon by all faculty members.
5. The research activities of the different farms were discussed with the farm incharges
6. The research activities of the PG students was focused with the chairpersons respectively.

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Departmental Meeting Notice No. Agron/2023/4

Date: 26/04/2023

Dear Colleague,

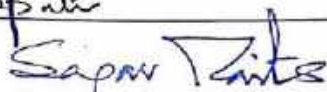
A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 27/04/2023 at 5:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Publication target by 30th April
2. International conference
4. JRF record
5. PG students' activities

|     |                             |                       |
|-----|-----------------------------|-----------------------|
| 1.  | Prof. M. Devender Reddy     | M. Devender Reddy     |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra          |
| 3.  | Prof. Supradip Sarkar       | Supradip Sarkar       |
| 4.  | Dr. Tanmoy Shankar          | Tanmoy Shankar        |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare       |
| 6.  | Dr. Abha Manohar K.         | Abha Manohar K.       |
| 7.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra |
| 8.  | Dr. Jnana Bharti Palai      | Jnana Bharti Palai    |
| 9.  | Dr. Triptesh Mondal         | Triptesh Mondal       |
| 10. | Dr. Monalisa Sahoo          | Monalisa Sahoo        |
| 11. | Dr. Suprava Nath            | Suprava Nath          |
| 12. | Dr. Bandanarani Barik       | Bandanarani Barik     |
| 13. | Dr. G. Shekar               | G. Shekar             |
| 14. | Mr. Lalichetti Sagar        | L. Sagar              |
| 15. | Ms. Upasana Sahoo           | Upasana Sahoo         |
| 16. | Mr. M. Sai Ram              | M. Sai Ram            |
| 17. | Mr. Sameer Mahapatro        | Sameer Mahapatro      |

  
**Sagar Maitra**  
 HoD, Agronomy and Agroforestry



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Departmental Meeting No. Agron/2023/04

Date: 27/04/2023

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. The faculty members talked about the publication goal, which is to be completed by April 30.
2. Faculty members and different courses were discussed.
3. ERP updated with attendance information
4. Preparing for the next international conference and the presentations took priority..
5. JRF record-keeping was covered with JRF coordinators, along with the various JRF resources students will get.
6. The research activities of the PG students was focused with the chairpersons respectively.

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Departmental Meeting Notice No. Agron/2023/03

Date: 22/3/2023

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 22/3/2023 at 12:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Responsibility and actives of NAAC mock visit, 2023
3. Research and Publications
4. Course completion report
4. Attendance upload in ERP
5. Miscellaneous

The meeting ended with thanks to the chairperson.

|     |                             |                           |
|-----|-----------------------------|---------------------------|
| 1.  | Prof. M. Devender Reddy     | M. Devender Reddy         |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra              |
| 3.  | Prof. Supradip Sarkar       | Supradip Sarkar 22/3/23   |
| 4.  | Dr. Tanmoy Shankar          |                           |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Shriram Kalasare   |
| 6.  | Dr. Abha Manohar K.         | Abha Manohar K. 22/3/2023 |
| 7.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra     |
| 8.  | Dr. Jnana Bharti Palai      | Jnana Bharti Palai        |
| 9.  | Dr. Triptesh Mondal         | Triptesh Mondal 22/03/23  |
| 10. | Dr. Monalisa Sahoo          | Monalisa Sahoo 22/3/23    |
| 11. | Ms. Suprava Nath            | Suprava Nath 22/03/23     |
| 12. | Ms. Bandanarani Barik       |                           |
| 13. | Mr. G. Shekar               | G. Shekar                 |
| 14. | Mr. Lalichetti Sagar        |                           |
| 15. | Ms. Upasana Sahoo           | Upasana Sahoo             |
| 16. | Mr. M. Sai Ram              |                           |
| 17. | Mr. Sameer Mahapatro        | Sameer Mahapatro          |

*Sagar Maitra*

HoD, Agronomy and Agroforestry





## Department of Agronomy and Agroforestry

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Departmental Meeting No. Agron/2023/03

Date: 22/03/2023

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Duties for the naac simulated visit as well as the planning were talked about..
2. Regular activities, classes of UG nad PG students, field works of different units and farms are going perfectly.
3. ERP updated with attendance information
4. The course completion report of all faculty members was discussed.
5. Planning has been done on forthcoming PG classes and workload has been distributed.
6. The research activities of the PG students was focused with the chairpersons respectively.

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Date: 9/2/2023

Departmental Meeting Notice No. Agron/2022/02

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 10/2/2023 at 12:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Responsibility and actives of Kisan Mela, 2023
3. Publications.
3. Attendance upload in ERP.
4. Miscellaneous

The meeting ended with thanks to the chair person.

|     |                             |                  |
|-----|-----------------------------|------------------|
| 1.  | Prof. M. Devender Reddy     |                  |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra     |
| 3.  | Prof. Supradip Sarkar       | Supradip Sarkar  |
| 4.  | Dr. Tanmoy Shankar          | Tanmoy Shankar   |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare  |
| 6.  | Dr. Abha Manohar K.         | Abha Manohar K.  |
| 7.  | Dr. Ashirbachan Mahapatra   |                  |
| 8.  | Dr. Jnana Bharti Palai      |                  |
| 9.  | Ms. Chandini                |                  |
| 10. | Mr. Lalichetti Sagar        | L. Sagar         |
| 11. | Dr. Triptesh Mondal         | T. Mondal        |
| 12. | Ms. Upasana Sahoo           | Upasana Sahoo    |
| 13. | Dr. Monalisa Sahoo          | Monalisa Sahoo   |
| 14. | Mr. G. Shekar               |                  |
| 15. | Mr. M. Sai Ram              | M. Sai Ram       |
| 16. | Mr. Sameer Mahapatro        | Sameer Mahapatro |

Sagar Maitra  
HoD, Agronomy and Agroforestry



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Departmental Meeting No. Agron/2023/02

Date: 10/02/2023

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG and PG students, field works of different units and farms are going perfectly.
2. Concerned faculties responsible for the evaluation of RAWE and AELP supervision briefly described the status.
3. ERP updated with attendance information
4. Preparing for the upcoming Kisan Mela and the responsibilities were assigned to faculty members respectively
5. In the previous month 8 journal articles have been published.
6. The research activities of the PG students was focused with the chairpersons respectively.

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Departmental Meeting Notice No. Agron/2023/01

Date: 9/1/2023

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 10/1/2023 at 12:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Responsibility and actives of Kisan Mela, 2023
3. Review on the Departmental activities
4. Supervision of RAWE and AELP activities
5. Regular update of attendance in ERP
6. Departmental publication

The meeting ended with thanks to the chair person.

|     |                             |                       |
|-----|-----------------------------|-----------------------|
| 1.  | Prof. M. Devender Reddy     | U. Devender Reddy     |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra          |
| 3.  | Prof. Supradip Sarkar       | S. Sarkar 10/1/23     |
| 4.  | Dr. Tanmoy Shankar          | Tanmoy Shankar        |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare       |
| 6.  | Dr. Abha Manohar K.         | Abha Manohar K.       |
| 7.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra |
| 8.  | Dr. Jnana Bharti Palai      | Jnana Bharti Palai    |
| 9.  | Ms. Chandini                | Chandini              |
| 10. | Mr. Lalichetti Sagar        | L. Sagar              |
| 11. | Dr. Triptesh Mondal         | Triptesh Mondal       |
| 12. | Ms. Upasana Sahoo           | Upasana Sahoo         |
| 13. | Dr. Monalisa Sahoo          | Monalisa Sahoo        |
| 14. | Mr. G. Shekar               | G. Shekar             |
| 15. | Mr. M. Sai Ram              | M. Sai Ram            |
| 16. | Mr. Sameer Mahapatro        | Sameer Mahapatro      |

*Sagar Maitra*

HoD, Agronomy and Agroforestry



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Departmental Meeting No. Agron/2023/01

Date: 10/01/2023

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG and PG students, field works of different units and farms are going perfectly.
2. Concerned faculties responsible for the evaluation of RAWE and AELP supervision briefly described the status.
3. ERP updated with attendance information
4. Preparing for the upcoming Kisan Mela and the responsibilities were assigned to faculty members respectively
5. PG Course for the second semester was discussed.
6. The research activities of the PG students was focused with the chairpersons respectively.

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Departmental Meeting Notice No. Agron/2022/12

Date: 28/12/2022

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 29/12/2022 at 4:30 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Responsibility and actives of different farm
3. Miscellaneous

The meeting ended with thanks to the chair person.

|     |                             |                       |
|-----|-----------------------------|-----------------------|
| 1.  | Prof. M. Devender Reddy     | M. Devender Reddy     |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra          |
| 3.  | Dr. Tanmoy Shankar          | Tanmoy Shankar        |
| 4.  | Dr. Aswani TR               | Aswani TR             |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare       |
| 6.  | Dr. Swarnali Duary          | Swarnali Duary        |
| 7.  | Dr. Abha Manohar K.         | Abha Manohar K.       |
| 8.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra |
| 9.  | Ms. Chandini                | Chandini              |
| 10. | Mr. Lalichetti Sagar        | Lalichetti Sagar      |
| 11. | Mr. Triptesh Mondal         | Triptesh Mondal       |
| 12. | Mr. Upasana Sahoo           | Upasana Sahoo         |
| 13. | Ms. Monalisa Sahoo          | Monalisa Sahoo        |
| 14. | Mr. G. Shekar               | G. Shekar             |

Sagar Maitra

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Departmental Meeting No. Agron/2022/12

Date: 29/12/2022

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG nad PG students, field works of different units and farms are going perfectly.
2. Concerned faculties responsible for the evaluation of RAWE and AELP supervision briefly described the status.
3. ERP updated with attendance information
4. With the farm and unit incharges, the various farms' and units' responsibilities were discussed.
5. Research projects conducted by postgraduate students at Bagusala Field were discussed, as well as the labor supplied.
6. The postgraduate students' research endeavors were concentrated on their individual chairpersons.

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Departmental Meeting Notice No. Agron/2022/11

Date: 28/11/2022

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 29/11/2022 at 4:30 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Responsibility and actives of different farm
3. Internal marks upload
4. Miscellaneous

The meeting ended with thanks to the chair person.

|     |                             |                       |
|-----|-----------------------------|-----------------------|
| 1.  | Prof. M. Devender Reddy     | H. Devender Reddy     |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra          |
| 3.  | Dr. Tanmoy Shankar          | Tanmoy Shankar        |
| 4.  | Dr. Aswani TR               | Aswani TR             |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare       |
| 6.  | Dr. Swarnali Duary          | Swarnali Duary        |
| 7.  | Dr. Abha Manohar K.         |                       |
| 8.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra |
| 9.  | Mr. Chandini                | Chandini              |
| 10. | Mr. Lalichetti Sagar        | L. Sagar              |
| 11. | Mr. Triptesh Mondal         | T. Mondal             |
| 12. | Ms. Upasana Sahoo           | Upasana Sahoo         |
| 13. | Ms. Monalisa Sahoo          | Monalisa Sahoo        |
| 14. | Mr. G. Shekar               | G. Shekar             |

Sagar Maitra

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Departmental Meeting No. Agron/2022/11

Date: 29/11/2022

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG and PG students, field works of different units and farms are going perfectly.
2. Faculty members who are in charge of AELP monitoring and RAWE evaluations gave a quick update on the situation..
3. ERP updated with attendance information
4. With the farm and unit incharges, the various farms' and units' responsibilities were discussed.
5. There was discussion on research projects carried out by postgraduate students at Bagusala Field.
6. Internal marks uploading was completed in the erp.

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Date: 20/10/2022

Departmental Meeting No. Agron/2022/10

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 21/10/2022 at 4:30 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Review on the Departmental activities
3. Progress on ongoing UG and PG program
4. Departmental publication

The following faculty members were present in the meeting

|     |                             |                       |
|-----|-----------------------------|-----------------------|
| 1.  | Prof. M. Devender Reddy     | M. Devender Reddy     |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra          |
| 3.  | Dr. Tanmoy Shankar          | Tanmoy Shankar        |
| 4.  | Dr. Aswani TR               | Aswani TR             |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare       |
| 6.  | Dr. Swarnali Duary          | Swarnali Duary        |
| 7.  | Dr. Abha Manohar K.         | Abha Manohar K.       |
| 8.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra |
| 9.  | Ms. Chandini                | Chandini              |
| 10. | Mr. Lalichetti Sagar        | L. Sagar              |
| 11. | Mr. Triptesh Mondal         | Triptesh Mondal       |
| 12. | Mr. Upasana Sahoo           | Upasana Sahoo         |
| 13. | Ms. Monalisa Sahoo          | Monalisa Sahoo        |
| 14. | Mr. G. Shekar               | G. Shekar             |

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*Sagar Maitra*



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Departmental Meeting No. Agron/2022/10

Date: 21/10/2022

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG nad PG students, field works of different units and farms are going perfectly.
2. A brief status update was provided by the faculty members in charge of RAWI evaluations and AELP monitoring...
3. ERP updated with attendance information
4. The publication target was discussed.

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Departmental Meeting No. Agron/2022/09

Date: 19/09/2022

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 20/09/2022 at 4:30 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Review on the Departmental activities
3. Status of PG students' thesis submission (pending students)
4. Status of PG students' research work
5. Review for the ODD semester PG courses

The following faculty members were present in the meeting

|     |                             |                       |
|-----|-----------------------------|-----------------------|
| 1.  | Prof. M. Devender Reddy     | M. Devender Reddy     |
| 2.  | Dr. Sagar Maitra            | Sagar Maitra          |
| 3.  | Dr. Tanmoy Shankar          | Tanmoy Shankar        |
| 4.  | Dr. Aswani TR               | Aswani TR             |
| 5.  | Dr. Rajesh Shriram Kalasare | Rajesh Kalasare       |
| 6.  | Dr. Swarnali Duary          | Swarnali Duary        |
| 7.  | Dr. Abha Manohar K.         | Abha Manohar K.       |
| 8.  | Dr. Ashirbachan Mahapatra   | Ashirbachan Mahapatra |
| 9.  | Ms. Chandini                | Chandini              |
| 10. | Mr. Lalichetti Sagar        | L. Sagar              |
| 11. | Mr. Triptesh Mondal         | Triptesh Mondal       |
| 12. | Mr. Upasana Sahoo           | Upasana Sahoo         |
| 13. | Ms. Monalisa Sahoo          | Monalisa Sahoo        |
| 14. | Mr. G. Shekar               | G. Shekar             |

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Departmental Meeting No. Agron/2022/09

Date: 20/09/2022

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG and PG students, field works of different units and farms are going perfectly.
2. The PG students' thesis submission has been discussed with advisors.
3. ERP updated with attendance information
4. Planning has been done for the forthcoming ODD semester courses.
5. Status of the ongoing research works at bagusala was discussed with farm incharge.

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Departmental Meeting Notice No. Agron/2022/8

Date: 19/08/2022

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 25/08/2022 at 5:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Responsibility and actives of different farm
3. Review on Departmental activities
4. Progress on ongoing UG and PG programmes
5. Status of PG students' research work
6. Supervision of RAWE and AELP activities
7. Upcoming course
8. Miscellaneous

*Sapna Tripathi*

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Departmental Meeting No. Agron/2022/8

Date: 25/08/2022

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG and PG students, field works/ research works of the PG students are going on in proper manner. Concerned faculty members as Supervisors updated that PG students' research works are going on perfectly.
2. Concerned Faculty responsible for the evaluation of RAWE and AELP supervision briefly described the status.
3. Responsibility of Ranadevi Poly house was assigned to Ms. Upasana Sahoo and Mr. Sairam Masina
4. All the Faculty members agreed on focusing publication with quality and target journals will be of SCI/ Scopus/WoS/ UGC care indexed.
5. In the previous month 02 journal articles have been published.
6. Dr. Ashirbachan Mahapatra, Mr. Triptesh Mondal and Dr. Rajesh Shriram Kalasare, updated about the progress of RNR Production works at Ranadevi, Patikota and Bagusala farms, respectively.
7. Dr. Rajesh Shriram Kalasare, the Faculty-In-Charge, Bagusala Student Research Farm with effective from 01-08-2022, updated regarding different ongoing research and production activities at Bagusala Farm.

The meeting ended with thanks to the chair person.

|     |                             |                              |
|-----|-----------------------------|------------------------------|
| 1.  | Prof. M. Devender Reddy     | <i>M. Devender Reddy</i>     |
| 2.  | Dr. Sagar Maitra            | <i>Sagar Maitra</i>          |
| 3.  | Dr. Tanmoy Shankar          | <i>Tanmoy Shankar</i>        |
| 4.  | Dr. Aswani TR               | <i>Aswani TR</i>             |
| 5.  | Dr. Rajesh Shriram Kalasare | <i>Rajesh Kalasare</i>       |
| 6.  | Dr. Swarnali Duary          | <i>Swarnali Duary</i>        |
| 7.  | Dr. Sahuji Bandyopadhyay    | <i>Sahuji Bandyopadhyay</i>  |
| 8.  | Dr. Abha Manohar K.         | <i>Abha Manohar K.</i>       |
| 9.  | Dr. Ashirbachan Mahapatra   | <i>Ashirbachan Mahapatra</i> |
| 10. | Ms. Jnana Bharti Palai      | <i>Jnana Bharti Palai</i>    |
| 11. | Ms. Sonia Panigrahi         | <i>Sonia Panigrahi</i>       |
| 12. | Mr. Chandini                | <i>Chandini</i>              |
| 13. | Mr. Lalichetti Sagar        | <i>L. Sagar</i>              |
| 14. | Mr. Triptesh Mondal         | <i>Triptesh Mondal</i>       |
| 15. | Mr. Upasana Sahoo           | <i>Upasana Sahoo</i>         |
| 16. | Ms. Monalisa Sahoo          | <i>Monalisa Sahoo</i>        |
| 17. | Mr. G. Shekar               | <i>G. Shekar</i>             |

*Sagar Maitra*

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Departmental Meeting Notice No. Agron/2022/7

Date: 25/07/2022

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 30/07/2022 at 5:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

1. Follow-up action of the previous meeting
2. Responsibility and actives of different farm
3. Internal marks upload
4. Upcoming course
5. Miscellaneous

*Sagar Prate*

**HoD, Agronomy and Agroforestry**





Departmental Meeting No. Agron/2022/7

Date: 30/07/2022

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG and PG students, field works/ research works of the PG students are going on in proper manner. Concerned faculty members as Supervisors updated that PG students' works are going on perfectly.
2. Concerned Faculty responsible for the evaluation of RAWE and AELP supervision briefly described the status.
3. Attendance updated in ERP
4. All the Faculty members agreed on focusing publication with quality and target journals will be of SCI/ Scopus/WoS/ UGC care indexed.
5. In the previous month 05 journal articles have been published.
6. Ranadevi, Patikota and Bagusala farm production works for the *kharif* 2022-23 were assigned to Dr. Ashirbachan Mahapatra, Mr. Triptesh Mondal and Dr. Rajesh Shriram Kalasare, respectively.

The meeting ended with thanks to the chair person.

|     |                             |                              |
|-----|-----------------------------|------------------------------|
| 1.  | Prof. M. Devender Reddy     | <i>M. Devender Reddy</i>     |
| 2.  | Dr. Sagar Maitra            | <i>Sagar Maitra</i>          |
| 3.  | Dr. Tanmoy Shankar          | <i>Tanmoy Shankar</i>        |
| 4.  | Dr. Aswani TR               | <i>Aswani TR</i>             |
| 5.  | Dr. Rajesh Shriram Kalasare | <i>Rajesh Kalasare</i>       |
| 6.  | Dr. Swarnali Duary          | <i>Swarnali Duary</i>        |
| 7.  | Dr. Sahuji Bandyopadhyay    | <i>Sahuji Bandyopadhyay</i>  |
| 8.  | Dr. Abha Manohar K.         | <i>Abha Manohar K.</i>       |
| 9.  | Dr. Ashirbachan Mahapatra   | <i>Ashirbachan Mahapatra</i> |
| 10. | Ms. Jnana Bharti Palai      | <i>Jnana Bharti Palai</i>    |
| 11. | Ms. Sonia Panigrahi         | <i>Sonia Panigrahi</i>       |
| 12. | Mr. Chandini                | <i>Chandini</i>              |
| 13. | Mr. Lalichetti Sagar        | <i>L. Sagar</i>              |
| 14. | Mr. Triptesh Mondal         | <i>Triptesh Mondal</i>       |
| 15. | Mr. Upasana Sahoo           | <i>Upasana Sahoo</i>         |
| 16. | Ms. Monalisa Sahoo          | <i>Monalisa Sahoo</i>        |
| 17. | Mr. G. Shekar               | <i>G. Shekar</i>             |

*Sagar Maitra*

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Departmental Meeting No. Agron/2022/6

Date: 28/06/2022

A meeting of the Department of Agronomy and Agroforestry was held today with all the following signatory faculty members and HoD in the chair. The following are the minutes of the meeting.

1. Regular activities, classes of UG and PG students, field works/ research works of the PG students are going on in proper manner. Concerned faculty members as Supervisors updated that PG students' works are going on perfectly.
2. Concerned Faculty responsible for the evaluation of RAWE and AELP supervision briefly described the status.
3. Attendance updated in ERP
4. All the Faculty members agreed on focusing publication with quality and target journals will be of SCI/ Scopus/WoS/ UGC care indexed.
5. In the month June, 10 journal articles have been published.

The meeting ended with thanks to the chair person.

|     |                              |                              |
|-----|------------------------------|------------------------------|
| 1.  | Prof. M. Devender Reddy      | <i>M. Devender Reddy</i>     |
| 2.  | Dr. Sagar Maitra             | <i>Sagar Maitra</i>          |
| 3.  | Dr. Tanmoy Shankar           | <i>Tanmoy Shankar</i>        |
| 4.  | Dr. Aswani TR                | <i>Aswani TR</i>             |
| 5.  | Dr. Rajesh Shiriram Kalasare | <i>Rajesh Kalasare</i>       |
| 6.  | Dr. Swarnali Duary           | <i>Swarnali Duary</i>        |
| 7.  | Dr. Sahuji Bandyopadhyay     | <i>Sahuji Bandyopadhyay</i>  |
| 8.  | Dr. Abha Manohar K.          | <i>Abha Manohar K.</i>       |
| 9.  | Dr. Ashirbachan Mahapatra    | <i>Ashirbachan Mahapatra</i> |
| 10. | Ms. Jnana Bharti Palai       | <i>Jnana Palai</i>           |
| 11. | Ms. Sonia Panigrahi          | <i>Sonia Panigrahi</i>       |
| 12. | Mr. Lalichetti Sagar         | <i>L. Sagar</i>              |
| 13. | Mr. Triptesh Mondal          | <i>Triptesh Mondal</i>       |
| 14. | Mr. Upasana Sahoo            | <i>Upasana Sahoo</i>         |
| 15. | Ms. Monalisa Sahoo           | <i>M. Sahoo</i>              |
| 16. | Mr. G. Shekar                | <i>G. Shekar</i>             |

*Sagar Maitra*

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Departmental Meeting Notice No. Agron/2022/6

Date: 25/06/2022

Dear Colleague,

A meeting of the Faculty members for the Department of Agronomy and agroforestry of MSSSoA, CUTM will be held on 28/06/2022 at 5:00 pm in the JITM Board Room – II (CRC – I) to discuss the following agenda.

As a Faculty member of the Department, you are requested to attend the meeting without fail.

Agenda:

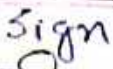

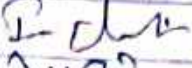
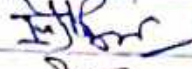

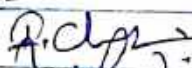



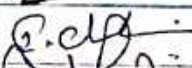
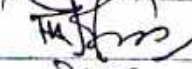

1. Follow-up action of the previous meeting
2. Publication target by 30<sup>th</sup> June
3. PG students' activities
4. Upcoming course

*Sagar Tripathi*

**HoD, Agronomy and Agroforestry**


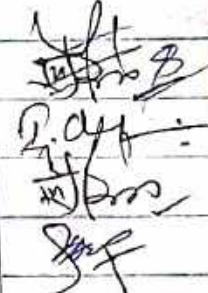
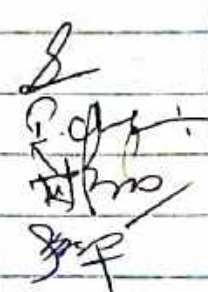
Department of Agricultural Economics & Statistics,  
MSSSOA, CUTM.

Departmental Meeting 1

| Date    | Time          | Member Present   | Sign  | Topic - Discussion  |
|---------|---------------|--|---|---|
| 20/7/22 | 4.50-5.30pm   | 1. Dr. Soumik Ray<br>2. Dr. I. Chandrabandh Reddy<br>3. Dr. Tulleuddin Bera<br>4. Dr. S. H. Majumder<br>5. | <br><br><br>         | 1. Review of previous months activities & progress.<br>2. Discussion on publication<br>3. Work responsibilities, ongoing courses etc. |
| 17-8-22 | 4.30pm-5.30pm | 1. Dr. Soumik Ray<br>2. Dr. I. Chandrabandh Reddy<br>3. Dr. Tulleuddin Bera<br>4. Dr. S. H. Majumder       | <br><br><br>  | 1. Review of previous month activities and progress<br>2. Discussion on NAAC Documentation<br>3. Research activities                  |
| 16-9-22 | 4.30pm-5.30pm | 1. Dr. Soumik Ray<br>2. Dr. I. Chandrabandh Reddy<br>3. Dr. Tulleuddin Bera<br>4. Dr. S. H. Majumder       | <br><br><br> | 1. Review of previous month activities and progress.<br>2. Discussion on internal quality assessment<br>4. NAAC Documentation         |


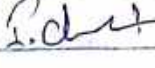


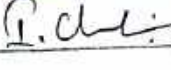


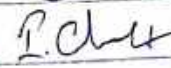
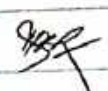
Dept. of Agril Ecoq Statistics,  
Departmental Meeting

2


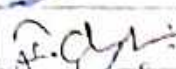
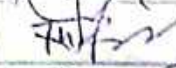


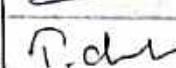

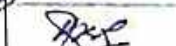




| Date       | time             | Members Present   | Signature  | Discussion  |
|------------|------------------|---|--|---|
| 20-10-2022 | 4:30-5:30        | 1. Dr. Soumik Ray<br>2. Dr. I. Chandrabhaskar Reddy<br>3. Dr. T. Bhiswas<br>4. Dr. S. H. Majumdar |    | 1. Last month activity report<br>2. NAAC Documentation<br>3. Personal file and mentoring                |
| 23-11-22   | 4:30-5:30        | 1. Dr. Soumik Ray<br>2. Dr. I. Chandrabhaskar Reddy<br>3. Dr. T. Bhiswas<br>4. Dr. S. H. Majumdar |   | 1. syllabus completion,<br>2. Publication of 2022<br>3. NAAC Documentation                              |
| 17-12-2022 | 4:30-5:30<br>Pro | 1. Dr. Soumik Ray<br>2. Dr. I. Chandrabhaskar Reddy<br>3. Dr. T. Bhiswas<br>4. Dr. S. H. Majumdar |  | 1. Discussion on last month activities.<br>2. Extra classes for late joined student.<br>3. Publication, |

Departmental Meeting

3

| Date       | Time           | Members Present   | Signature  | Discussion  |
|------------|----------------|---|--|---|
| 18-01-2023 | 4.30 - 5.30 pm | 1. Dr. Sourmik Ray<br>2. Dr. I. Chandrakanth Reddy<br>3. Dr. Ruffuddin Biswas<br>4. Dr. Saddam Hussain Majumder | <br><br>       | 1. Review of previous month activities & progress<br>2. NAAC work responsibilities<br>3. Update of Course-ware<br>4. Work shop on 'R' software                                |
| 17-02-2023 | 4.30 - 5.30 pm | 1. Dr. Sourmik Ray<br>2. Dr. I. Chandrakanth Reddy<br>3. Dr. Ruffuddin Biswas<br>4. Dr. S. H. Majumder          | <br><br> | 1. Work responsibilities and ongoing courses<br>2. Maintaining personal file & Mentor, mentee file<br>3. Progress on research activities<br>4. Preparing for workshop on 'R'. |
| 18-03-2023 | 4.30 - 5.30 pm | 1. Dr. Sourmik Ray<br>2. Dr. I. Chandrakanth Reddy<br>3. Dr. Ruffuddin Biswas<br>4. Dr. S. H. Majumder          | <br><br> | 1. Reviewing 'R' workshop and discussion on up-coming workshop<br>2. NAAC filing and documentation<br>3. Discussion regarding syllabus completion                             |

# Departmental meeting

| Date       | Time         | Members Present-  | Signature  | Discussion   |
|------------|--------------|---|--|--|
| 19/04/2023 | 4.30-5.30 PM | 1. Dr. S. Ray<br>2. Dr. I. Chandrakanth Reddy<br>3. Dr. T. Tuttlekumbh<br>4. S. H. Majumdar | <br><br><br>          | 1. Report preparation for the workshop conducted.<br>2. NAAC file<br>3. Departmental work responsibilities and assessing attendance of students. |
| 20-05-23   | 4.30-5.30 PM | Dr. Soumik Ray<br>2. Dr. I. Chandrakanth Reddy<br>3. Dr. Tuttlekumbh<br>Dr. S. H. Majumdar  | <br><br><br> | 1. Progress on research activity.<br>2. NAAC filing<br>3. Maintenance of Personal file & mentoring.  |
| 17-06-23   | 4.30-5.30 PM | Dr. Soumik Ray<br>2. Dr. I. Chandrakanth Reddy<br>3. Dr. Tuttlekumbh<br>Dr. S. H. Majumdar  | <br><br><br> | 1. SSR file preparation<br>2. Discussion on publications & progress<br>3. Discussion on responsibility given for NAAC work.                      |

Centurion University of Technology and Management  
(Established Vide Odisha Act 4 of 2010, w.r 2(f) of UGC Act, 1956 & Accredited with A Grade by NAAC)  
Paralakhemundi -761211, Odisha

Reporting Authority  
Dr. M. Devender Reddy  
Dean (Academics), MSSSoA  
Dr. S. P. Nanda  
Dean (Admin), MSSSoA  
Dr. A. Sivasankar  
(Advisor to GPB & SST)

Dated: March 2, 2022

Departmental Meeting  
Minutes

Weekly departmental meeting was held on 02/03/2022 at 4:30 pm in the genetics lab of GPB & SST with the presence of

**Faculty members**

Dr. K. Krishnam Raju HOD, PG Coordinator and the teaching staff. The following topics were discussed:

Genetics and Plant Breeding & Seed Science and Technology

- a) Kisan Mela Booklet
- b) Review on Kisanmela
- c) Student photos pertaining to laboratory and field.

Dr.

Niranjan K Chaurasia

*K.K. Raju 2/3/22*

Dr. P. Susmitha

Dr. Sanghamitra Rout

*Sanghamitra 2/3/22*

Dr. Siddhartha S Sharma

*S. Sharma 2/3/22*

Dr. Vinay Kumar

*V. Kumar 2/3/22*

Mr. Aninda Chakraborty

*A. Chakraborty 2/3/22*

Dr. K. Rashmi

Dr. Suman Parre

*S. Parre 2/3/22*

Dr. Praveen S. Patted

Mr. Durgadatta Meher

*D. Meher 2/3/22*

Ms. Kajal Samantara

*K. Krishnam Raju 2/3/22*  
Head of Department

Department of Genetics and Plant Breeding and Seed Science and Technology

**Non Teaching Staffs**

Mr. Bhanu Prasad

*Bhanu Prasad*



Date 25 Aug 2022 Page 62  
Faculty Meet with Dean U. HoD  
Dem of GNB X SST

1. M. Sumant Babdy H. Ban
2. S. P. Das SN
3. Ananta Gantabadi SN
4. Dr. Siddhanta Sankar Sharma SN
5. Dr. Kumar K SN
6. Dr. Vinay Kumar SN
7. Dr. V. Krishnam Rao SN
8. Dr. Dilip K. S. SN
9. Ms. Sushil SN
10. Dr. P. Samal SN
11. Dr. N. K. Choudhary SN
12. Dr. Sampatina Rout SN
13. Dr. M. Gajendra SN
14. Dr. M. Subbarao SN
15. Dr. Manu Prasad Mishra SN

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**Centurion University of Technology and Management**  
(Established Under Odisha Act 4 of 2012, no 20 of EGC Act, 1956, Accredited with a Grade by NAAC & NIRF Accredited)  
**Paralakhemundi - 761211, Odisha**

Reporting Authority  
 Dr. M. Degeeta Reddy  
 Dean (Academic)  
 MSSSOA  
 Dr. S. P. Saha  
 Dean (Adm), MSSSOA

Dear Sir Date July 13, 2022

**Subject:** Regarding Faculty meeting on PG thesis, UG student farm and General interaction

A meeting has been conducted on 13/07/2022 at 4:00 pm in the genetics lab of GPN & SST with the presence of Prof. M. Subbarao Sir, HOD, PG Coordinator and the Faculty. The following are the objectives of departmental meeting.

1. PG thesis submission and presentation: Discussion was on thesis format for PG students along with certificate-2
2. UG Field practice: For subjects on Crop Improvement-1, Fundamentals of Plant Breeding the crops needed to be sown to the college farm were discussed.
3. Faculty Interaction: Two newly joined faculty (Dr. Shourya Parlayathi and Swagati) were introduced
4. General Q&A

1. Prof. M. Subbarao SN
2. Dr. R. Gajanan Raju SN
3. Dr. Vinay Kumar SN
4. Dr. Sampatina Rout SN
5. Dr. Nandini K. Choudhary SN
6. Dr. P. Samal SN
7. Dr. Ananta Choudhary SN
8. Dr. Siddhanta Sankar Sharma SN
9. Dr. Sumant Babdy SN
10. Dr. K. Paban SN
11. Dr. Shourya Parlayathi SN
12. Dr. Swagati Gajapati SN

K. Krishnamoorthy  
 Head of Department  
 Department of Genetics and Plant Breeding and Seed Science and

Department of Genetics and Plant Breeding & Seed Science and Technology  
 DEPARTMENTAL MEETING-2022-23-01

**Minutes of Departmental Meeting**

Weekly departmental meeting was held on **25.08.2022** in board room -02 in the presence of Dr. M. Deveshwar Reddy, Dean (Academics), MSSSOA, Dr. S.P. Nanda, Dean (Admin.), MSSSOA and all departmental faculty.

The following topics were put forth as the meeting's agenda:

- PG-3 form of PG students must be submitted after properly checked by respective guides.
- Thesis submission of remaining 3 final year students of PG must be submitted within 15 days.
- All PG research plot must be having proper boards and experimental details.
- All facilities must know how to operate the instruments available in the departments.
- Departmental playhouse must be properly maintained, it should have properly labelled board.
- Theory and practical classes of UG & PG must be conducted on the scheduled time.
- Need to plan for crop calendar both the seasons (Kharif & Rabi).
- The faculty who is resigning from the department should hand over all responsibilities to the department before leaving.
- Synopsis presentation of 2 students those who is going at HYR must be finish in 1<sup>st</sup> week of September.
- Only 20% faculty can apply for leave at a time from the department.
- All photos related to UG, PG practical research work, production should be submitted by respective faculty in the department timely.
- Contribution of individual faculty towards publication, RC is must.

**DEPARTMENTAL MEETING ANNOUNCEMENT**

CUMGPB-HOD MEETING-2022-23-01

Date: 25-08-2022

Dear All,  
 Let's meet today at 5:00pm at board room 2 for interaction with all faculties belonging to the department of Genetics, Plant breeding and Seed Science and Technology.

**Agenda**

1. Interaction of HoD, (Incharge) to the departmental faculty.
2. Address by Prof. M. Deveshwar Reddy, (Dean, Academics) to the departmental faculty.
3. Address by Dr. SP Nanda, (Dean Administration) to the departmental faculty.

**List of faculties**

| Sr. No | Faculty                 | Designation                  | Signature |
|--------|-------------------------|------------------------------|-----------|
| 1      | Prof. M. Subhas Rao     | Professor                    |           |
| 2      | Dr. Dinkar Gaiswad      | Associate Professor and HEAD |           |
| 3      | Dr. K. Kishan Raju      | Associate Professor          |           |
| 4      | Dr. Vinay Kumar         | Assistant Professor          |           |
| 5      | Dr. Sravan K. Chaurasia | Assistant Professor          |           |
| 6      | Dr. P. Sumantha         | Assistant Professor          |           |
| 7      | Dr. Sanghamitra Rout    | Assistant Professor          |           |
| 8      | Dr. Sudhartha S Sharma  | Assistant Professor          |           |
| 9      | Dr. Sonali Pare         | Assistant Professor          |           |
| 10     | Dr. Rashmi K.           | Assistant Professor          |           |
| 11     | Dr. Aninda Chakraborty  | Assistant Professor          |           |
| 12     | Dr. Shampa Pukaystha    | Assistant Professor          |           |
| 13     | Dr. Sivapaul            | Assistant Professor          |           |
| 14     | Dr. Ashok Singamsethi   | Assistant Professor          |           |
| 15     | Mr. Bhanu Prasad Bisoi  | Lab Assistant                |           |

DEPARTMENTAL MEETING ANNOUNCEMENT

CLTM/GP/BHOD MEETING/2023-24/01

Date: 10-10-2023

All faculty members are hereby informed to attend a departmental meeting in Genetics Lab on 10-10-2023 at 5:00pm.

Agenda

1. To assign departmental workload to the faculty and update the progress.
2. Departmental Laboratory set up for ICAR accreditation purpose.
3. Class progress of B.Sc (Ag) and M.Sc (Ag) first year students.
4. Assignment and Learning outcome of the students
5. Upcoming ICAR Accreditation work... etc

List of faculties

| Sr. No | Faculty                   | Designation                          | Signature |
|--------|---------------------------|--------------------------------------|-----------|
| 1      | Prof. M. Subba Rao        | Professor                            |           |
| 2      | Dr. K. Krishnam Raju      | Associate Professor                  |           |
| 3      | Dr. Vinay Kumar           | Associate Professor & HOD            |           |
| 4      | Dr. Niranjan K. Chaurasia | Assistant Professor                  |           |
| 5      | Dr. Sanghamitra Rout      | Assistant Professor                  |           |
| 6      | Dr. Aninda Chakraborty    | Assistant Professor                  |           |
| 7      | Dr. Shampa Parkayastha    | Assistant Professor & PG-COordinator |           |
| 8      | Dr. Swapnil               | Assistant Professor                  |           |
| 9      | Dr. Jui Ray               | Assistant Professor                  |           |

DEPARTMENTAL MEETING ANNOUNCEMENT

CLTM/GP/BHOD MEETING/2023-24/02

Date: 18-10-2023

All faculty members are hereby informed to attend a departmental meeting in Genetics Lab on 18-10-2023 at 5:00pm.

Agenda

1. To update the marks of Mid-term exams.
2. To conduct presentation of student in online mode.
3. To assign learning outcome and assignment to the students.
4. To discuss roster duty in the department.
5. To discuss of MSc research trial

List of faculties

| Sr. No | Faculty                   | Designation                          | Signature |
|--------|---------------------------|--------------------------------------|-----------|
| 1      | Prof. M. Subba Rao        | Professor                            |           |
| 2      | Dr. K. Krishnam Raju      | Associate Professor                  |           |
| 3      | Dr. Vinay Kumar           | Associate Professor & HOD            |           |
| 4      | Dr. Niranjan K. Chaurasia | Assistant Professor                  |           |
| 5      | Dr. Sanghamitra Rout      | Assistant Professor                  |           |
| 6      | Dr. Aninda Chakraborty    | Assistant Professor                  |           |
| 7      | Dr. Shampa Parkayastha    | Assistant Professor & PG-COordinator |           |
| 8      | Dr. Swapnil               | Assistant Professor                  |           |
| 9      | Dr. Jui Ray               | Assistant Professor                  |           |
| 10     | Dr. Damsak Sanyal         | Assistant Professor                  |           |

## DEPARTMENTAL MEETING ANNOUNCEMENT

CUTM/GPB/HOD MEETING/2023-24/03

Date: 08-12-2023

All faculty members are hereby informed to attend a departmental meeting in Genetics Lab today on 08-12-2023 at 3.00pm.

### Agenda

1. Interaction with Prof. Satya Prasad to the departmental faculty.
2. To discuss on Learning record (Theory, practice, project, etc.)
3. To discuss on Mentor and Mentee list for all semesters.
4. To discuss on mentoring file as per the new format.
5. To discuss on Student-specific career plans.
6. To discuss on progress of lab establishment.
7. To discuss on submission on Attendance register, LR and other files.

### List of faculties

| Sr. No | Faculty                   | Designation                          | Signature |
|--------|---------------------------|--------------------------------------|-----------|
| 1      | Prof. M. Subba Rao        | Professor                            |           |
| 2      | Prof. Satya Prasad        | Professor                            |           |
| 3      | Dr. K. Krishnam Raju      | Associate Professor                  |           |
| 4      | Dr. Vinay Kumar           | Associate Professor & HoD            |           |
| 5      | Dr. Sanghamitra Rout      | Assistant Professor                  |           |
| 6      | Dr. Aninda Chakraborty    | Assistant Professor                  |           |
| 7      | Dr. Shampa Purkaystha     | Assistant Professor (PG-Coordinator) |           |
| 8      | Dr. Swapnil               | Assistant Professor                  |           |
| 9      | Dr. Jui Ray               | Assistant Professor                  |           |
| 10     | Dr. D.J.M.S.N.K. Sri Veda | Assistant Professor                  |           |
| 11     | Dr. Anjan Ray             | Assistant Professor                  |           |
| 12     | Dr. Vishal Kumar Gupta    | Assistant Professor                  |           |

DEPARTMENTAL MEETING ANNOUNCEMENT

CUTM / GPB / HOD meeting

1-20-23-24/24

Tue, Jan 9, 2024 at 11:13 AM

Dr. Vinay Kumar <vinay.kumar@cutm.ac.in>

To: Faculty Dept Of Genetics & Plant Breeding and Seed Science & Technology  
 <faculty.gpbst.msssoa.pkd@cutm.ac.in>, "MS. SWAPNIL" <swapnil@cutm.ac.in>, "MS. SHAMPA PURKAYSTHA"  
 <shampa.purkaystha@cutm.ac.in>, "DR. JUI RAY" <jui.ray@cutm.ac.in>, "DR. D. J. M. S. N. K. SRI VEDA"  
 <dmsnk.sriveda@cutm.ac.in>, ANJAN ROY <anjan.roy@cutm.ac.in>, VISHAL GUPTA <vishal.gupta@cutm.ac.in>, "DR.  
 MUTCHUKOTA SUBBARAO" <m.subbarao@cutm.ac.in>  
 Cc: "Dr. S. P. Nanda" <spnanda@cutm.ac.in>, "M. Devender Reddy" <devender.reddy@cutm.ac.in>

Wishing you Happy New Year 2024

All are hereby informed to attend a departmental meeting in Genetics Lab today on 09-01-2024 at 5.00pm.

Regards:

Dr. Vinay Kumar

Associate Professor & HoD

GPB Department, CUTM

| S.NO | Faculty                | Designation                 | Signature                   |
|------|------------------------|-----------------------------|-----------------------------|
| 1    | M. Devender Reddy      | Dean                        | M. Devender Reddy           |
| 2    | Dr M. Subbarao         | professor                   | M. Subbarao                 |
| 3    | Dr. Vinay              | HOD                         | Vinay                       |
| 4    | Dr K. Krishnam         | Assoc professor             | K. Krishnam                 |
| 5    | Dr DMSNK. Sri Veda     | Asst. Professor             | D. Sri Veda                 |
| 6    | Dr. Ananda Chakraborty | Asst Professor              | Ananda Chakraborty          |
| 7    | DR ANJAN ROY           | Asst. Professor             | Anjan Roy                   |
| 8    | Dr Sanghamitra Rout    | Asst. Professor             | Sanghamitra Rout 09.01.2024 |
| 9    | Dr. Jui Ray            | Asst. Professor             | Jui Ray 9/1/2024            |
| 10   | Dr. Swapnil            | Asst. Prof.                 | Swapnil 9/1/24              |
| 11   | Bhram Prasad Bisoi     | Lab Asstistant              | Bhram Prasad Bisoi          |
| 12   | S. P. Nanda            |                             | S. P. Nanda                 |
| 13   | Dr. Shampa Purkaystha  | Asst. Prof. xPg Coordinator | Shampa Purkaystha           |

CUTM/GPB/HoD Meeting / 2023-24/05

## Departmental Meeting

Date: 11-01-2023

All the faculty are hereby informed to attend departmental meeting in the Board Room-1 on January 11, 2023 at 3.00 pm.

Agenda :- PG-3 Synopsis presentation and Progress Review of Sri K. Vinay Kumar, Ph.D full time scholar

1. Address by Prof. M. Derendran Reddy (Dean Academics) to the departmental faculty.
2. Address by Dr. S.P. Nanda (Dean, Administration) to the departmental faculty

### List of Faculties

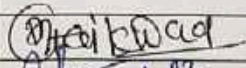


|     | Faculty                | Designation                 | Signature |
|-----|------------------------|-----------------------------|-----------|
| 1.  | Prof. M. Subbarao      | Professor                   |           |
| 2.  | Dr. Subhadravati Nanda | Asst. Prof & Head           |           |
| 3.  | Dr. K. Krishnam Rao    | Associate Professor         | K. K. R.  |
| 4.  | Dr. Vinay K.           | ASSP PROFESSOR              | V. K.     |
| 5.  | Dr. M. Subba Rao       | Professor                   |           |
| 6.  | M. Derendran Reddy     | Dean                        |           |
| 7.  | Dr. Sanghamitra Rout   | Assistant Professor         |           |
| 8.  | Dr. Raghun K.          | Asst. Prof.                 |           |
| 9.  | Dr. Soumik Ray         | Assistant Prof. (Appt Stat) |           |
| 10. | Dr. Ashok S            | Asst. Prof (GPO)            |           |
| 11. | Dr. Ananda Chandra     | Asst. Prof                  |           |
| 12. |                        |                             |           |

**AGENDA OF THE MEETING**

1. Submission of individual weekly workload
2. Weekly attendance update status
3. Joining of RC for newly joined faculties
4. Address by Advisor, Crop Physiology and Bio Chemistry

Faculty Present:

(Mode: Online)

| Sr. No | Name of the Faculty    | Designation         | Sign  |
|--------|------------------------|---------------------|---|
| 1      | Prof. A. Sivasankar    | Professor & Advisor |   |
| 2      | Dr. Dinkar Gaikwad     | Asso. Prof. & HOD   |                |
| 3      | Dr. Poulami Sil        | Asst. Prof.         | <br>28.1.22.   |
| 4      | Mr. Chandrasekhar Sahu | Research Scholar    | <br>28.01.2022 |

**Minutes of the meeting:**

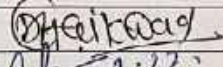
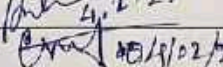
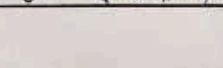
- Discussed about submission of individual weekly workload
- Discussed about regular updating of attendance
- Explained about different RCs and encouraged newly joined faculty to choose the RC of her interest.
- Meeting was ended after the brief address by Prof. A. Sivasankar, Advisor, Crop Physiology and Bio Chemistry.

**AGENDA OF THE MEETING**

1. Kissan Mela
2. National conference
3. Regarding lab instruments maintenance
4. Regarding syllabus modification upcoming Board of Studies
5. Publication
6. New faculty orientation

Faculty Present:

(Mode: Online)

| Sr. No | Name of the Faculty    | Designation         | Sign   |
|--------|------------------------|---------------------|--|
| 1      | Prof. A. Sivasankar    | Professor & Advisor |  |
| 2      | Dr. Dinkar Gaikwad     | Asso. Prof. & HOD   |   |
| 3      | Dr. Poulami Sil        | Asst. Prof.         |   |
| 4      | Mr. Chandrasekhar Sahu | Research Scholar    |  |

**Minutes of the meeting:**

- Discussed about the preparation of kissan mela and stalls.
- Lab in charge will take care of maintenance of the instruments by running them at least once in the week.
- Discussed about modification of the syllabus for upcoming BOS meeting.
- Discussed about publication targets, quality and quantity of publications and incentives offered by university
- Explained about and roles and responsibilities to newly joined faculty.



**AGENDA OF THE MEETING**

1. Land requirement
2. Individual weekly workload
3. Lab requirements for upcoming semester

Faculty Present:

(Mode: offline)

| Sr. No | Name of the Faculty     | Designation         | Sign                           |
|--------|-------------------------|---------------------|--------------------------------|
| 1      | Prof. A. Sivasankar     | Professor & Advisor | <i>[Signature]</i>             |
| 2      | Dr. Dinkar Gaikwad      | Asso. Prof. & HOD   | <i>[Signature]</i>             |
| 3      | Dr. Poulami Sil         | Asst. Prof.         | <i>[Signature]</i><br>15.7.22  |
| 4      | Mr. Chandrasekhar Sahu  | Research Scholar    | <i>[Signature]</i><br>15.07.20 |
| 5      | Dr. Koustav Kumar Panda | Asso. Prof          | <i>[Signature]</i><br>15.7.22  |
| 6      | Mr. Chiranjeevi Limma   | Lab Assistant       | <i>[Signature]</i><br>15.07.22 |
| 7      | Mr. Sudhir Kumar Patro  | Lab Assistant       | <i>[Signature]</i>             |

**Minutes of the meeting:**

- ① Discussed with Adviser. of the dept. & decided to have 1000m<sup>2</sup> land area to conduct the experiments on yield potential of Rice genotypes.
- ② Collected individual workload for assigning exam duty.
- ③ Asked to prepare the list of chemicals and glass goods for even semester.

### AGENDA OF THE MEETING

1. Attendance Update
2. Finalization of external examiner
3. Completion of syllabus
4. Preparation for external practical exam
5. Plan for Harvesting @Departmental Research Plots

Faculty Present:

(Mode: offline)

| Sr. No | Name of the Faculty     | Designation         | Sign                          |
|--------|-------------------------|---------------------|-------------------------------|
| 1      | Prof. A. Siva Sankar    | Professor & Advisor | <i>A. Siva Sankar</i>         |
| 2      | Dr. Dinkar Gaikwad      | Asso. Prof. & HOD   | <i>D. Gaikwad</i><br>14/11/22 |
| 3      | Dr. Poulami Sil         | Asst. Prof.         | <i>P. Sil</i><br>14.11.22     |
| 4      | Dr. Goutam Kumar Dash   | Asst. Prof.         | <i>G. Dash</i><br>14/11/22    |
| 5      | Mr. Chandrasekhar Sahu  | Research Scholar    | <i>C. Sahu</i><br>14-11-2022  |
| 6      | Dr. Koustav Kumar Panda | Asso. Prof          | <i>K. Panda</i><br>14/11/22   |
| 7      | Mr. Chiranjeevi Limma   | Lab Assistant       | <i>Chiranjeevi</i>            |
| 8      | Mr. Sudhir Kumar Patro  | Lab Assistant       | <i>S. Patro</i><br>14/11/22   |

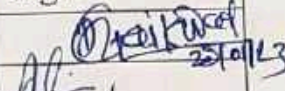

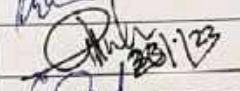

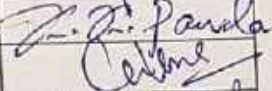
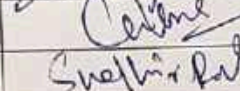
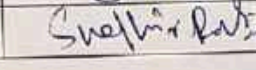
#### Minutes of the meeting:

- ① Discussed about timely updation of attendance in ERP for all ongoing courses.
- ② Discussed on finalisation of external examiner for M.Sc. Agronomy [Principles of Plant Physiology - I].  
Dr. Gaikwad to do the needful.
- ③ All ongoing B.Sc. Agriculture course syllabus should be completed before last date of instruction.
- ④ Preparation for external <sup>Practical</sup> examination of M.Sc. courses should be done. Lab assistants are responsible for arranging all chemicals, glass goods and the plant samples related to experiment.
- ⑤ Dr. Goutam Kumar Dash and Mr. Chandrasekhar Sahu to plan for harvesting of rice in departmental plots.

**AGENDA OF THE MEETING**

1. Course preparedness presentation
2. Updating of attendance in ERP
3. Progress of IQAC
4. Semester workload
5. Kisan mela

Faculty Present:

| Sr. No. | Name of the Faculty      | Designation       | Sign   |
|---------|--------------------------|-------------------|--|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD |  20/01/23 |
| 2       | Dr. Poulami Sil          | Asst. Prof        |           |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       |  20/01/23 |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |           |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |          |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |          |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |         |

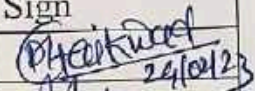
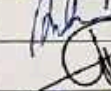
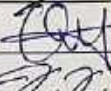
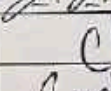
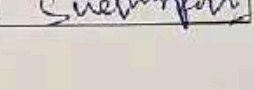
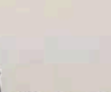
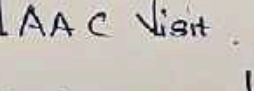
**Minutes of the meeting:**

- 1) Discussed about the Course Preparedness presentation of Fundamentals of Crop Physiology.
- 2) Discussed about timely update of attendance in ERP.
- 3) Asked concerned faculty about progress of IQAC.
- 4) Collected individual semester workload from concerned faculty.
- 5) Instructed faculties about preparation of Kisan mela.

**AGENDA OF THE MEETING**

1. NAAC preparedness
2. Research paper progress
3. IQAC

Faculty Present:

| Sr. No. | Name of the Faculty      | Designation       | Sign   |
|---------|--------------------------|-------------------|--|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD |  24/02/23 |
| 2       | Dr. Poulami Sil          | Asst. Prof        |           |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       |           |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |          |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |         |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |         |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |         |

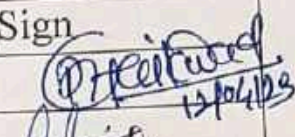
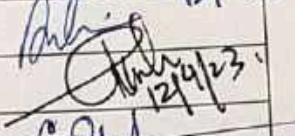
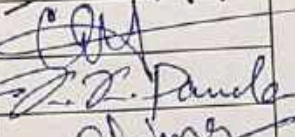
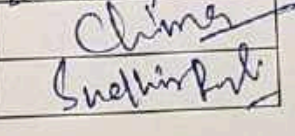
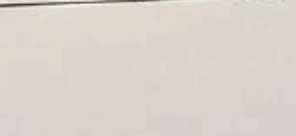
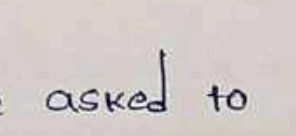

**Minutes of the meeting:**

- Instructed and trained faculty for NAAC visit.
- Discussed about progress of research articles and book chapters.
- Asked faculty about progress of IQAC, And instruct to submit the data to IQAC Co-ordinator.

**AGENDA OF THE MEETING**

1. External practical exam preparedness
2. NAAC preparedness
3. Attendance upload
4. IQAC
5. Research paper progress

**Faculty Present:**

| Sr. No. | Name of the Faculty      | Designation       | Sign  |
|---------|--------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD |    |
| 2       | Dr. Poulami Sil          | Asst. Prof        |    |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       |   |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |  |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |  |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |  |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |  |

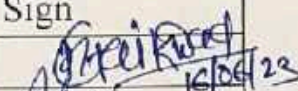


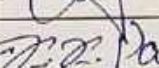
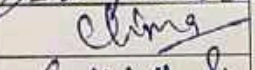
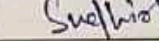

**Minutes of the meeting:**

- 1) Concerned faculty and lab assistants are asked to prepare for the external practical exam
- 2) Discussed about update of NAAC preparedness from each concerned faculty.
- 3) All concerned faculties were asked to update the attendance time to time in ERP.
- 4) Asked faculty about progress of IQAC and instructed to submit data to IQAC co-coordinators

**AGENDA OF THE MEETING**

1. Course preparedness presentation
2. AELP orientation
3. Semester workload
4. IQAC
5. Courseware update
6. NAAC preparedness

**Faculty Present:**

| Sr. No. | Name of the Faculty      | Designation       | Sign  |
|---------|--------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD |    |
| 2       | Dr. Poulami Sil          | Asst. Prof        |    |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       |    |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |   |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |  |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |  |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |  |

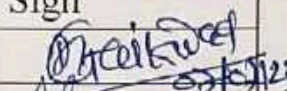
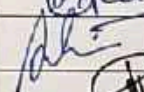

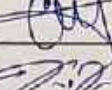
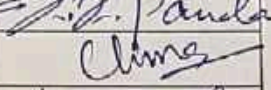
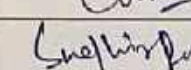
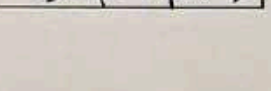
**Minutes of the meeting:**

- 1) Discussed about the Course Preparedness Presentation of fundamentals of plant biochemistry.
- 2) Discussed about AELP orientation Programme.
- 3) Discussed about submission of semester workload of individual faculty into their department.
- 4) Asked faculty about progress of IQAC and instructed to submit data to IQAC co-ordinator.
- 5) Discussed about concerned faculty to timely update the courseware.
- 6) Discussed about update of NAAC preparedness from each concerned faculty.

**AGENDA OF THE MEETING**

1. NAAC preparedness
2. Personal file preparation
3. CO-PO mapping
4. IQAC
5. Courseware update
6. Research paper progress

Faculty Present:

| Sr. No. | Name of the Faculty      | Designation       | Sign  |
|---------|--------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD |    |
| 2       | Dr. Poulami Sil          | Asst. Prof        |    |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       |   |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |  |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |  |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |  |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |  |

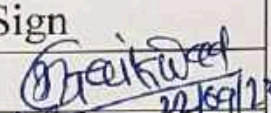
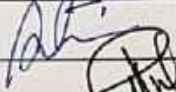
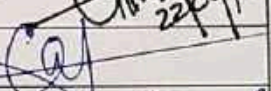

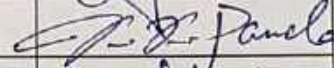
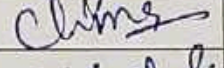
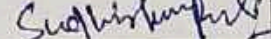
**Minutes of the meeting:**

- 1) Asked concerned faculty for publication details
- 2) Discussed faculty to maintaining personal file.
- 3) Asked faculty to submit CO-PO mapping.
- 4) Asked faculty about progress of IQAC and instructed to submit data to IQAC co-ordinator.
- 5) Discussed about concerned faculty to timely update in courseware.
- 6) Discussed about progress of research article and book chapter.

**AGENDA OF THE MEETING**

1. Lab upgradation (Environmental Science)
2. IQAC
3. Lab in charge responsibilities
4. Progress of PhD work

**Faculty Present:**

| Sr. No. | Name of the Faculty      | Designation       | Sign  |
|---------|--------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD | <br>22/09/23   |
| 2       | Dr. Poulami Sil          | Asst. Prof        |               |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       | <br>22/09/23 |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |              |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |              |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |              |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |              |

**Minutes of the meeting:**

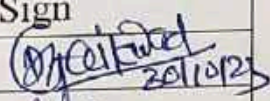
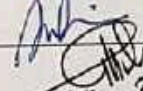
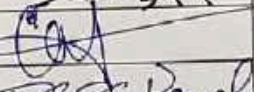
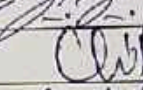
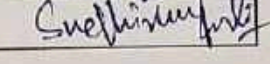

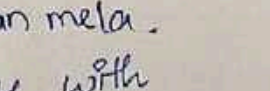
- 1) Discussed about concerned lab assistants and faculty to upgrade lab equipment for environmental science subject.
- 2) Asked faculty about progress of IQAC and instructed to submit data to IQAC co-ordinator.
- 3) Reviewed on the lab in charge responsibilities.
- 4) Instructed to the students for showing the review progress on PhD work.



**AGENDA OF THE MEETING**

1. Kisan mela preparations
2. Roster duty of teaching and non-teaching faculty
3. Research paper progress
4. IQAC

Faculty Present:

| Sr. No. | Name of the Faculty      | Designation       | Sign   |
|---------|--------------------------|-------------------|--|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD |  20/10/23 |
| 2       | Dr. Poulami Sil          | Asst. Prof        |           |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       |  20/10/23 |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |          |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |         |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |         |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |         |

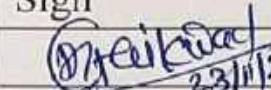
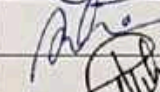
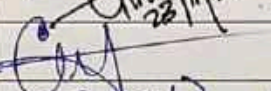
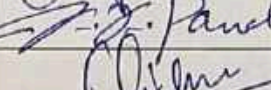
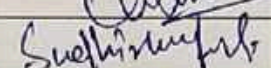

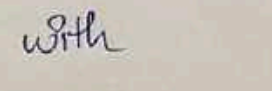
**Minutes of the meeting:**

- 1) Instructed faculties about preparation of Kisan mela.
- 2) Discussed about shift of duty in puja holiday with teaching and non-teaching faculty.
- 3) Discussed about progress of research article and book chapters.
- 4) Asked faculty about progress of IQAC. And instructed to submit the data to IQAC co-ordinator.

**AGENDA OF THE MEETING**

1. ICAR preparedness
2. External practical exam preparation (Fundamentals of plant Biochemistry)
3. IQAC
4. Attendance issues of students

**Faculty Present:**

| Sr. No. | Name of the Faculty      | Designation       | Sign  |
|---------|--------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD | <br>23/11/23   |
| 2       | Dr. Poulami Sil          | Asst. Prof        |               |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       | <br>23/11/23 |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |              |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |              |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |              |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |              |

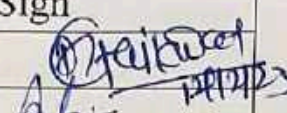
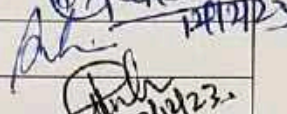
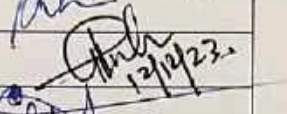
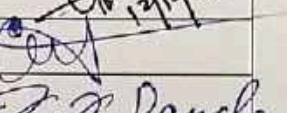
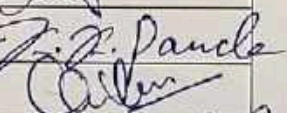
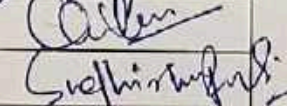
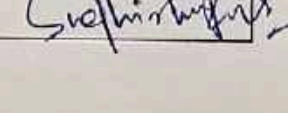
**Minutes of the meeting:**

- 1) Discussed about ICAR preparation update with concerned faculty.
- 2) Concerned faculties and lab assistance are asked to prepare for the external practical exams.
- 3) Asked faculty about progress of IQAC and instructed to submit the data to IQAC co-ordinator.
- 4) Discussed about timely update of ERP regarding attendance.

**AGENDA OF THE MEETING**

1. Course preparedness presentation
3. AELP responsibilities
4. Preparedness for ICAR
5. Progress of IQAC meeting
6. Research paper progress

Faculty Present:

| Sr. No. | Name of the Faculty      | Designation       | Sign  |
|---------|--------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD |    |
| 2       | Dr. Poulami Sil          | Asst. Prof        |    |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       |   |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |   |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |  |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |  |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |  |

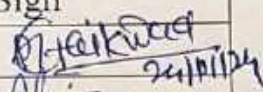

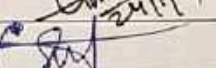
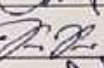
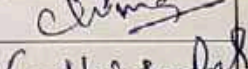
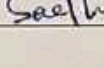

**Minutes of the meeting:**

- 1) Discussed about the course preparedness presentation of fundamentals of crop physiology and Environment science and Disaster management.
- 2) faculties are instructed to AELP students timely.
- 3) Considering upcoming ICAR visit discussion on the updating of lab documents.
- 4) Asked faculties about progress of IQAC and instructed to submit the data to IQAC co-ordinator.
- 5) Discussed about submission of all scopus index paper / book chapter published in the year 2023

**AGENDA OF THE MEETING**

1. Course preparedness presentation
2. Monitoring of classes by HOD
3. Lab in charge responsibilities
4. IQAC
5. Progress of PhD student
6. Weekly HOD meeting
7. Kissan Mela

**Faculty Present:**

| Sr. No. | Name of the Faculty      | Designation       | Sign  |
|---------|--------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD | <br>24/1/24  |
| 2       | Dr. Poulami Sil          | Asst. Prof        |              |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       | <br>24/1/24 |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |            |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |            |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |            |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |            |

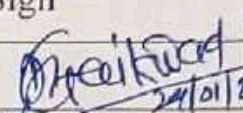

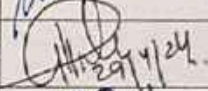
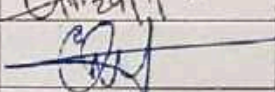
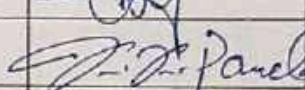
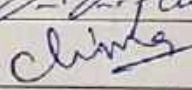
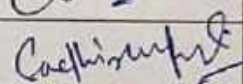
**Minutes of the meeting:**

- ① All departmental faculty to get ready with course preparedness presentations having the syllabus, course outline, CO-PO mapping, lecture notes, PPTs and question banks.
- ② Classes will be monitored by HOD. Dress code, class in time, and out time will be closely monitored. HOD or Dean to visit ongoing classes to monitor teaching pedagogy.
- ③ Lab Responsibilities: Mr. Chandrasekhar Sahu to maintain the stock register, Lab use register and issue registers for students during practicals and breakage (if any) for the Crop Physiology Lab. Dr. Goutam Kumar Dash will act as the Lab in charge of the Biochemistry lab and will be responsible for maintaining the lab. Both labs in charge will make sure all glass goods are kept clean by doing acid wash every week. Also they will monitor the functioning of instruments by running them every 15 days in their presence.
- ④ Dr. Poulami Sil to send the IQAC report to the IQAC cell well before the timeline with related proofs.
- ⑤ Mr. Chandrasekhar Sahu to prepare for a PhD review presentation and also advised to give more focus towards Ph.D. work. He needs to initiate molecular work at the earliest.

**AGENDA OF THE MEETING**

1. Course preparedness presentation
2. Courseware website
3. Lab Manuals
4. Antidrug declaration- Faculty/students
5. QP writing
6. Books for student (Plant Physiology, Plant Biochemistry and Env. Science)

**Faculty Present:**

| Sr. No. | Name of the Faculty      | Designation       | Sign   |
|---------|--------------------------|-------------------|--|
| 1       | Dr. Dinkar Gaikwad       | Asso. Prof. & HOD | <br>29/01/24  |
| 2       | Dr. Poulami Sil          | Asst. Prof        |              |
| 3       | Dr. Goutam Kumar Dash    | Asst. Prof.       | <br>29/01/24 |
| 4       | Mr. Chandrasekhar Sahu   | Research Scholar  |             |
| 5       | Dr. Koustava Kumar Panda | Asso. Prof        |             |
| 6       | Mr. Chiranjeevi Limma    | Lab Assistant     |             |
| 7       | Mr. Sudhir Kumar Patro   | Lab Assistant     |             |

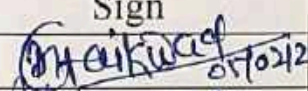
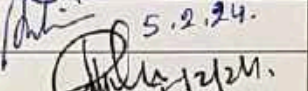
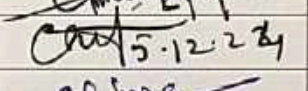
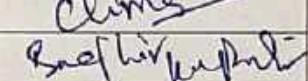

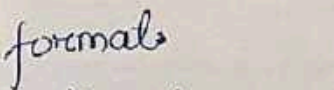
**Minutes of the meeting:**

- 1) Discussed about the course preparedness presentation of fundamentals of crop physiology and Environment science and Disaster management.
2. Discussed about courseware update.
3. Discussed about upgradation of lab manuals with concerned faculty.
4. Instructed to faculty / students about Antidrug declaration.
5. Discussion on finalising of QP topics.
6. Discussed about the recommend reference book to the student of respective subject.

**AGENDA OF THE MEETING**

1. Learning outcome format
2. Preparation for ICAR inspection
3. Book requirements
4. QPs
5. Progress of PhD student

Faculty Present:

| Sr. No. | Name of the Faculty    | Designation       | Sign  |
|---------|------------------------|-------------------|---|
| 1       | Dr. Dinkar Gaikwad     | Asso. Prof. & HOD | <br>05/02/24             |
| 2       | Dr. Poulami Sil        | Asst. Prof        | <br>5.2.24.              |
| 3       | Dr. Goutam Kumar Dash  | Asst. Prof.       | <br>5/2/24.             |
| 4       | Mr. Chandrasekhar Sahu | Research Scholar  | <br>5.12.24            |
| 5       | Mr. Chiranjeevi Limma  | Lab Assistant     | <br>Chiranjeevi        |
| 6       | Mr. Sudhir Kumar Patro | Lab Assistant     | <br>Sudhir Kumar Patro |

**Minutes of the meeting:**

- 1) Discussed about update the learning outcome formats
- 2) Asked faculty and lab assistants to start preparation for ICAR inspection.
- 3) Discussed to recommend reference book to the students of respective subject.
- 4) Discussion on finalising of QP topics.
- 5) Instructed to PhD student to represent on the work progress.

DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING

Centurion University of Technology and Management, Paralakhemundi

MSSSoA

July, 2022

Date: 20.07.2022

Member Present:

- Dr. B. Praveen – HOD
- Dr. Siddhartha Das
- Dr. Aravind T
- Dr. Ritesh Kumar
- Dr. Venkatesh Iddamu



**The following points discussed in the meeting**

- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC filing.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab ongoing and button mushroom cultivation growth chambers are under process



## DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING





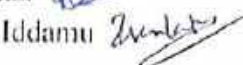
Centurion University of Technology and Management, Paralakhemundi

MSSSoA

August, 2022

Date: 15.08.2022

### Member Present:

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

### The following points discussed in the meeting

- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC –AQAR filing.
- NIRF document preparation
- Experimental field trials ongoing at Ranadevi farm around 500 square meter for 11 treatments and 3 replications.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab ongoing and button mushroom cultivation growth chambers are under process





DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING


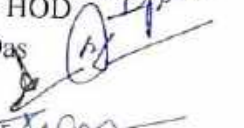
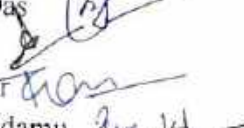
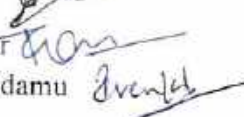
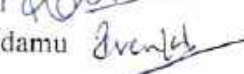
Centurion University of Technology and Management, Paralakhemundi

MSSSoA

September, 2022

Date: 20.09.2023

• **Member Present:**

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

**The following points discussed in the meeting**

- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment .
- Courses handled:FPP,DFHACM-II,DOMAIN
- Experimental field trials ongoingat Ranadevi farm around 500 square meter for 11 treatments and 3 replications.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications andtargetted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab ongoing and button mushroom cultivation growth chambers are under process



## DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING


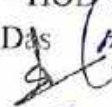



Centurion University of Technology and Management, Paralakhemundi

MSSSoA

October 2022

Date: 25.10.2022

### Members Present:

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

### The following points discussed in the meeting

- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC –AQAR filing.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab ongoing and button mushroom cultivation growth chambers are under process








**DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING**  
**Centurion University of Technology and Management, Paralakhemundi**  
**MSSSoA**

**November 2022**

**Date: 20.11.2022**

**Member Present:**

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

**The following points discussed in the meeting**

- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- OLM project training o mushroom and spawn production for 4 districts SHG's (NAVRANGPUR, KORAPUT, RAYAGADA & GAJAPATI)
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC –AQAR filing.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab running and button mushroom cultivation standardization ongoing.



DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING


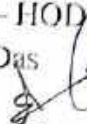



Centurion University of Technology and Management, Paralakhemundi

MSSSoA

December 2022

Date: 18.12.2022

Member Present:

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

**The following points discussed in the meeting**

- NAAC PREPARATION : Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment .
- Labs records, manuals, learning records, faculty profile updation.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab running and button mushroom cultivation standardization ongoing.
- Construction and establishment of Bio pesticides lab, Spawn production lab and button mushroom cultivation growth chambers are under process



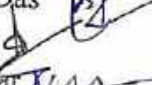
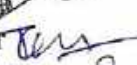
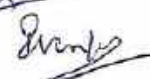


DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING  
Centurion University of Technology and Management, Paralakhemundi  
MSSSoA

January, 2023

Date: 25.01.2023

**Member Present:**

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

**The following points discussed in the meeting**

- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC filing.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab running and button mushroom cultivation standardization ongoing.



## DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING

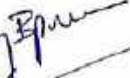




Centurion University of Technology and Management, Paralakhemundi

MSSSoA

February, 2023

Date: 18.02.2023

### Member Present:

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

### The following points discussed in the meeting

- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC filing.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab running and button mushroom cultivation standardization ongoing.



**DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING**



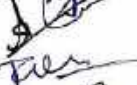
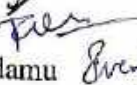

**Centurion University of Technology and Management, Paralakhemundi**

**MSSSoA**

**March, 2023**

**Date: 22.03.2023**

**Member Present:**

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

**The following points discussed in the meeting**

- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC filing.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab running and button mushroom cultivation standardization ongoing.



## DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING

Centurion University of Technology and Management, Paralakhemundi

MSSSoA

April, 2023

Date: 24.04.2023

### Member Present:

- Dr. B. Praveen – HOD
- Dr. Siddhartha Das
- Dr. Aravind T
- Dr. Ritesh Kumar
- Dr. Venkatesh Iddamu

Handwritten signatures of the five members listed: Dr. B. Praveen, Dr. Siddhartha Das, Dr. Aravind T, Dr. Ritesh Kumar, and Dr. Venkatesh Iddamu.

### The following points discussed in the meeting

- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC filing.
- Bio pesticides lab, Spawn production lab running and button mushroom cultivation standardization ongoing.





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WISDOM LEADS  
UNIVERSITY EXCELLENCE

**DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING**

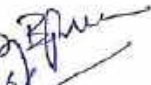


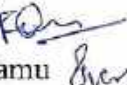

**Centurion University of Technology and Management, Paralakhemundi**

**MSSSoA**

**May, 2023**

**Date: 16.05.2023**

**Member Present:**

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

**The following points discussed in the meeting**

- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC filing.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab running and standardization ongoing.

**DEPARTMENT OF PLANT PATHOLOGY, DEPARTMENTAL MEETING**





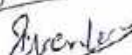
**Centurion University of Technology and Management, Paralakhemundi**

**MSSSoA**

**June, 2023**

**Date: 20.06.2023**

**Member Present:**

- Dr. B. Praveen – HOD 
- Dr. Siddhartha Das 
- Dr. Aravind T 
- Dr. Ritesh Kumar 
- Dr. Venkatesh Iddamu 

**The following points discussed in the meeting**

- NAAC VISIT PREPARATION
- Departmental activities included with strategic moderation and filing of course, curriculum, faculties personal file, academic and research activities for internal quality assessment and NAAC filing.
- Departmental activities included with work-responsibilities, ongoing courses, lab moderation and status of instruments and problems are sorted out sequentially.
- Faculties are associated with research and development centre involved in various activities like production, patent and publications.
- All faculty members focused on publications and targeted indexed journals (SCOPUS, UGC, NAAS etc.).
- Bio pesticides lab, Spawn production lab running run properly as a AELP unit.

Departmental Meeting

June 3, 2022

Time :- 11:00 AM

Members Attended


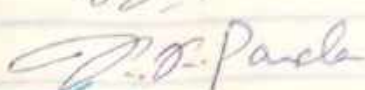

Dr. Satyabrata Nanda

Dr. Kaustav Kumar Panda

Dr. Prietha Bhadra

Ms. Panchashree Das

Ms. Swapna Rani Nay

  
  
  
P. Das  
Swapna

### Agenda of the Dept. meeting:

1. Publication updates
2. Course registration of students
3. Mentor classes

MOM

Publications are satisfactory from Dr. S. Nanda & Dr. P. Bhadra

Dr. K. Panda & Ms. P. Das are advised to try to publish the paper soon.

All faculties are advised to check with members for the eventful course registrations for the upcoming semester.

Faculties assigned with a members role are advised to look after students registrations and other activities seriously.

30  
Departmental Meeting

July, 2022

Time :- 10:30 AM

Members Attended :-

Dr. Satyabrata Nanda

Dr. Kousav Kumar Panda

Dr. Preeti Bhadra

Ms. Panchashree Das

Ms. Swapna Ranj Nay

Dr.  
P. Das  
Swapna

### Agenda of the Dept. meeting:

1. Course updates and Internal I
2. Continuous assessment evaluation of students
3. Faculty FDPs

MOM :-

- Faculties are advised to cover-up some portion of the syllabus for Internal - I
- Faculties are advised to start with the continuous assessment evaluation process including Internal - II immediately after Internal - I.
- Faculties are advised to participate in core FDPs

Departmental Meeting

Time :- 2:30 PM

August 31, 2022

Members Attended

Dr. Satyabrata Nanda

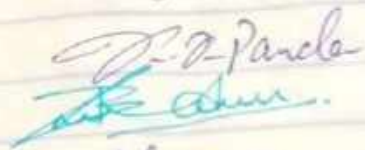
Dr. Koushav K. Panda

Dr. Preeti Bhadra

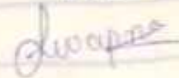
Ms. Panchakree Das

Ms. Swarna Rani Nay

for



P. Das



### Agenda of the Dept. meeting:

1. Research center contribution
2. Duty list and leave sanctions
- NOV 3. IQAC update

MOM

→ Dr. Koushav K. Panda and Ms. P. Das are encouraged to maximize their contributions in the genetic and genomic RC.

Faculties are advised to apply for leaves either before taking the leaves or immediately after.

All are requested to submit any achievement details for IQAC record.

## Departmental Meeting

Time :- 2:50 PM

## Members Attended

Dr. Sadyabrota Nanda

Dr. Koushik K. Panda

Dr. Preeti Bhaudra

Ms. Panchashree Das

Ms. Swapna Rani Nayak

6/11

P. S. Panda

P. Das

Swapna

## Agenda of the Dept. meeting:

Oct 1. Publication target

Nov 2. Patent and Copyrights

Nov 3. Seminars

MOM

- ① - All faculties are advised to publish atleast 3 papers for the year 2022 before december.
- ② Faculties are encouraged to publish patents and copyrights. They advised to follow the proper channel in doing so.
- ③ Faculties are encouraged to plan and conduct student seminars regularly.

Departmental Meeting

October 33, 2022

Time :- 11:30 AM

Members Attended

Dr. Satyee Krishna Nanda

Dr. Kambhaja K. Panda

Dr. Preeti Bhadra

Ms. Panchashinee Das

Lab Technician:-

Ms. Snehasini Rani Nag

SP

P. P. Panda

P. Das

Snehasini

### Agenda of the Dept. meeting:

1. Course status and internal I
2. Rooster duty and leave sanctions

MOM

1. All are advised to cover some portions of the subjects for Internal-I.

2. Since many activities are going on the department-faculties have to take Rooster duty during the Pusa holidays.

31

Nov, 2022

Departmental Meeting

Time :- 8:30 PM

Members Attended

Dr. Satyabrata Nanda

Dr. Koushik K. Panda

Dr. Preetsha Bhadra

Dr. Panchasheel Das

Ms. Swapna Rani Nay

Dr.

Dr. Panda

Dr. Das

P. Das

Swapna

### Agenda of the Dept. meeting:

1. Publication updates
2. NABL update and duties
3. Lab updates

MOM

① Dr. S. Nanda and Dr. P. Bhadra Publication target achieved. Others are advised to try to achieve the target.

② NABL documentation & reports to be maintained carefully.

③ New lab signage board are to be put.



Departmental Meeting

December, 3<sup>rd</sup> 2022

Time :- 10:45 AM

Members Attended

Dr. Satyabrata Nanda

Dr. Koushik Ku. Panda

Dr. Preeti Bhadra

Dr. Panchshree Das

Ms. Swapna Rani Nag

*[Handwritten signatures]*  
S. J. Panda  
P. Das  
Swapna

### Agenda for Dept. meeting

- Course distribution and course preparedness for even semester
- NABL inspection preparation and updates
- AELP student allotment and Unit functioning
- Prospective PhD student admissions

MOM

1. Faculties are advised to prepare their course preparedness presentations, as per the course distribution.

2. NABL file updating and modification as per the consultant suggestions.

3. AELP student to be awarded in PMB tab

4. Concern faculties to be present in the prospective PhD student presentations.

Departmental Meeting  
Time:- 10:20 AM

Members Attended

Dr. Satyabrata Nanda  
Dr. Koushik K. Panda  
Dr. Priyanka Bhadra  
Dr. Panchabati Das  
Ms. Swapna Renu Nay

*[Signature]*  
Dr. K. K. Panda  
*[Signature]*  
P. Das  
*[Signature]*  
Swapna

### Agenda for Dept. meeting

- Update on syllabus coverage and academic calendar discussion
- Preparation of files for NABL
- oct • Publication, Conference, and Book chapter discussion
- Aug • Plant tissue culture laboratory updates

MOM

- ① Syllabus coverage has to be uniform in all sections.
- ② All exams and assessments has to be done as per the academic calendar.
- ③ Concern faculties to maintain the NABL files.
- ④ For 2023 all faculty to publish 3 Scopus indexed papers.
- ⑤ Plant Tissue Culture works to be started immediately.

Departmental Meeting

February, 37 2023

Time :- 2:30 pm

Members Attended


Dr. Satyabrata Nayak

Dr. Koushik K. Panda

Dr. Parvitha Bhadra

Dr. Panchasree Das

Ms. Sumanjita Nayak

  
Dr. S. Panda  
Dr. K. Panda  
Dr. P. Bhadra  
Dr. P. Das  
Ms. S. Nayak

### Agenda for Dept. meeting

- 1<sup>st</sup> internal test for B.Sc. and M.Sc. students
- NABL file preparation for submission
- Internal II plans
- Focus on collaborative works with national and international organizations

MOM

1) Internal-I For B.Sc. & M.Sc. is over and the syllabus coverage was satisfactory.

2) Special attention for NABL file for submission.

3) Plans has to be started for Internal-II for B.Sc. & M.Sc. courses.

4) Faculties are advised for internal & external collaborative research.

38  
Departmental Meeting  
Time 11:00 AM

March, 2023

Members Attended  
Dr. Subhadrata Nanda  
Dr. Koushik K. Panda  
Dr. Pranita Bhadra  
Dr. Parthasarathy Das  
Ms. Swarna Rani Nag

for  
Dr. S. Nanda  
PAEN  
Swarna

### Agenda for Dept. meeting

- Publication updates
- Tissue culture work updates
- Filing of NABL application
- AELP progress

MEM

- ① Dr. S. Nanda has published SCI Papers others are advised to publish atleast 1 scopus / SCI fore 1<sup>st</sup> quarter of the year.
- ② Tissue culture work started contamination problem has to be solved
- ③ Concern faculties to submit NABL Applications
- ④ AELP student progress is satisfactory.

Departmental Meeting

3/11  
Date: 2/11/20

Time: 11:00 PM

Members Attended

Dr. Sadyabala Nanda

Dr. Koushik K. Panda

Dr. Anisha Bhadra

Dr. Parashuram Das

Ms. Swapna Ranil Nayak

Dr. Sadyabala Nanda  
Dr. Koushik K. Panda  
Dr. Anisha Bhadra  
Dr. Parashuram Das  
Ms. Swapna Ranil Nayak

### Agenda for Dept. meeting

OCT

- ERP updates (marks and attendance)

- NABL inspection

NOV

- AELP report submission and presentation

MOM

1) All faculties to update marks & attendance on ERP before deadline.

↓

2) All departmental personnel are advised to be ready for NABL inspection.

3) AELP guides are advised for report submission & presentation.

May, 2023

40  
Departmental Meeting  
Time :- 9:30 AM

Members Attended

Dr. Sabyasachi Panda

Dr. Koushik Ku. Panda

Dr. Arathi Bhadra

Dr. Panchakshori Das

Ms. Swapna Rani Nag

*[Signature]*  
P. S. Panda  
*[Signature]*  
P. S. Panda  
*[Signature]*  
S. Das

### Agenda for Dept. meeting

- Aug • MSc project work updates
- Nov • End semester preparation and exam duties for even semester
- sep • Polyhouse and tissue culture lab updates
- sep • Summer internships

MOM

- ① Faculties involved in M.Sc. project are advised to windup the works and help students for thesis writing.
- ② End Semester preparation are to be made and all Faculties have to attend the Exam duties.
- ③ Polyhouse has to be modified for multiple crop growing.
- ④ Tissue culture lab to be modified as per the received suggestions.
- ⑤ Summer internships to be concluded with distribution of certificates.

Departmental Meeting

Time:- 3:10 PM

Members Attended

Dr. Satyabrata Nanda

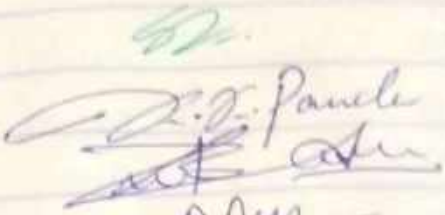
Dr. Koushik Kumar Panda

Dr. Preetha Bhadra

Dr. Panchashree Das

Ms. Swapna Rani Nag

June 5, 2021

  
P. Das  
Swarna

### Agenda for Dept. meeting

- NAAC preparedness
- <sup>Aug</sup> • Publication updates
- <sup>Dec</sup> • AELP/AIA student joining and unit allotment
- <sup>Dec</sup> • Course preparedness presentation

MOM

1) All faculties were advised to work towards the NAAC Preparedness

2) Dr. K.K. Panda & Dr. P. Das were advised to fulfill the publication target.

3) Guides are advised to check the students joining and submit the report regarding to AELP & AIA

4) All are advised to prepare their presentation for course preparedness.

July, 2023

42

Departmental meeting  
Time :- 3:00 pm

Members Attended

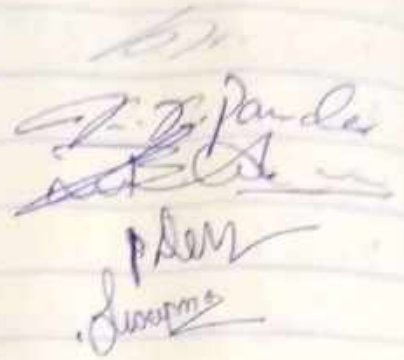
Dr. Satyabrata Nanda

Dr. Koushik Kumar Panda

Dr. Preeti Bhaudra

Dr. Panchashree Das

Ms. Swarna Rani Nay



### Agenda for Dept. meeting

- Workload distribution and comments on course or syllabus (pre-BOS)
- NAAC preparedness
- Publication updates
- Proposal for lab consumables and chemicals procurements

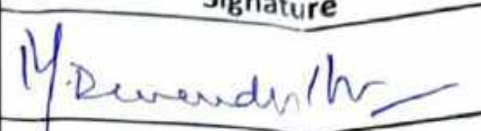

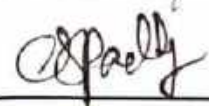


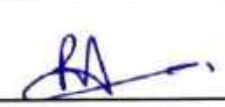


### MOM

- ① Teaching workload were distributed among the faculties by keeping in mind of their on going engagements.
- ② All departmental personnel to be prepared for NAAC visit. No leaves to be permitted except emergency.
- ③ All are advised to try to match the yearly publication target.
- ④ Proposal and requirement have been received from the faculties on lab consumables & chemicals.



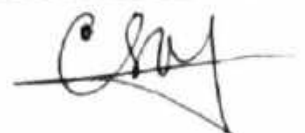
CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT  
MS SWAMINATHAN SCHOOL OF AGRICULTURE

INTERNATIONAL SEMINAR MEETING

| Sl. No. | Name                      | Department      | Signature   |
|---------|---------------------------|-----------------|---|
| 1       | M. Devender Reddy         | Dean (Academic) |    |
| 2       | Dr. S. P. Nanda           | Dean (Admin.)   |    |
| 3       | ANIL KUMAR JONNALAGADDA   | Associate Dean  |   |
| 4       | Dr. Bezawada Narsimha Rao | Advisor         |   |
| 5       | Sambid Swain              |                 |   |
| 6       | Bhisma Narayan Ratha,     |                 | Bhisma / 11/6/22  |
| 7       | CHITRASENA PADHY          | Agri Extension  |  |
| 8       | Atanu Deb                 | Ag. Extension   |  |
| 9       | DR. SATYABRATA NANDA      |                 |   |
| 10      | K. Krishnam Raju          | GPMB            |  |
| 11      | Rahul Adhikary            | Soilce          |  |
| 12      | Dr. Boddana Praveen       |                 |   |
| 13      | DR. ABHISHEK HOTA         | Veterinary      |  |
| 14      | Nilanjana datta           |                 |   |
| 15      | Dinkar Gaikwad            |                 |   |
| 16      | Dr. Vinay Kumar           | CPS             |  |
| 17      | Saurav Barman             |                 |   |

18 Chandrasekhar Sahu

19 ~~Dr. Susanta Samanta~~





BRAJA BIDHU PATNAIK &lt;bbpatnaik@cutm.ac.in&gt;

## Fwd: Meeting on 1st June 2022 at 3.30 pm in board room II regarding International Seminar

1 message

RANJIT PADHI <ranjit.padhi@cutm.ac.in>

Tue, May 31, 2022 at 10:55 PM

To: BRAJA BIDHU PATNAIK <bbpatnaik@cutm.ac.in>, "Dr. S. P. Nanda" <spnanda@cutm.ac.in>

Dear braja Babu,  
Please do the needful.

----- Forwarded message -----

From: **Dr. S. P. Nanda** <spnanda@cutm.ac.in>

Date: Wed, 1 Jun, 2022, 11:20 AM

Subject: Meeting on 1st June 2022 at 3.30 pm in board room II regarding International Seminar

To: Sambid Swain <sambid.swain@cutm.ac.in>, Bhisma Narayan Ratha <bnratha@cutm.ac.in>, CHITRASENA PADHY <chitrasenapadhy@cutm.ac.in>, Atanu Deb <atanudeb@cutm.ac.in>, DR. SATYABRATA NANDA <satyabrata.nanda@cutm.ac.in>, K. Krishnam Raju <k.krishnam@cutm.ac.in>, Rahul Adhikary <rahul.adhikary@cutm.ac.in>, Dr. Boddana Praveen <bpraveen@cutm.ac.in>, DR. ABHISHEK HOTA <abhishek.hota@cutm.ac.in>, Nilanjana datta <nilanjanad1991@cutm.ac.in>, Dinkar Gaikwad <gaikwad@cutm.ac.in>, Dr. Vinay Kumar <vinay.kumar@cutm.ac.in>, Saurav Barman <saurav.barman@cutm.ac.in>, Dr. Koustava Kumar Panda <koustava.panda@cutm.ac.in>, DR. NIHAL R <nihal.r@cutm.ac.in>, Dr. Ajay Kumar Prusty <prusty.ajay@cutm.ac.in>, ABHA MANOHAR K. <abha.manohar@cutm.ac.in>, DR. PUSARLA SUSMITHA <pusarla.susmitha@cutm.ac.in>, DR. SUNIL <sunil@cutm.ac.in>, UPASANA SAHOO <upasana.sahoo@cutm.ac.in>, Barsha Tripathy <barsha.tripathy@cutm.ac.in>, sairam masina <sairammasina52@gmail.com>, DR. ARCHANA MISHRA <archana.mishra@cutm.ac.in>, VANGAPANDU THRIVENI <thriveni.vangapandu@cutm.ac.in>, Panchashree Das <panchashreedas@gmail.com>, RITESH KUMAR <ritesh.kumar@cutm.ac.in>, Dr. SAGAR MAITRA <sagar.maitra@cutm.ac.in>, Tanmoy Shankar <tanmoy@cutm.ac.in>, Soumik Ray <soumik.ray@cutm.ac.in>, Dr. Manish Kumar Yadav <manish.yadav@cutm.ac.in>, SOURAV MAHAPATRA <sourav.mahapatra@cutm.ac.in>, Dr. Rajesh Shriram Kalasare <rajesh.kalasare@cutm.ac.in>, Anant Tamang <anant.tamang@cutm.ac.in>, Ranjit Padhi <ranjit.padhi@cutm.ac.in>

Cc: ANIL KUMAR JONNALAGADDA <anilkumar.j@cutm.ac.in>, Dr. Bezawada Narsimha Rao <bezawada.narsimha@cutm.ac.in>, M. Devender Reddy <devender.reddy@cutm.ac.in>

Dear all

Please attend the meeting on 1st June 2022 at 3.30 pm in board room II regarding International Seminar discussion and arrangement.

Regards,  
S.P.Nanda

# \* 1<sup>st</sup> SEMESTER M.Sc SYLLABUS \*

256

DATE → 13.09.2022 TIME → 11:30 AM VENUE → BOARD ROOM (1)

| SL NO | NAME                | DEPARTMENT                  | SIGNATURE                |
|-------|---------------------|-----------------------------|--------------------------|
| 1     | DR M DEVENDRA REDDY | DEAN                        | <i>M. Devendra Reddy</i> |
| 2     | Dr. C. P. Alande    | Dean (Admin)                | <i>C. P. Alande</i>      |
| 3     | Dr. A. Sivasankar   | Professor (Crop Physiology) | <i>A. Sivasankar</i>     |
| 4     | Dr. Anant Tamang    | HORTICULTURE                | <i>Anant Tamang</i>      |
| 5     | Dr. M. P. SURVARAO  | - Horticulture              | <i>M. P. Survarao</i>    |
| 6     | Dinkar Gaikwad      | Crop Physiology             | <i>Dinkar Gaikwad</i>    |
| 7     | Dr. Chetrasena Pady | Agri. Entomology & Glucos   | <i>C. Pady</i>           |
| 8     | Dr. Satajupa Medak  | Agri. Extension Educ        | <i>S. Medak</i>          |
| 9     | Dr. Aravind T       | Pl. Pathology               | <i>Aravind T</i>         |
| 10    | Dr. Praveer Boddara | Plant Pathology             | <i>Praveer Boddara</i>   |
| 11    | Dr. Nihal R         | Entomology                  | <i>Nihal R</i>           |
| 12    | Dr. Rahul Adhikary  | Soil Science                | <i>Rahul Adhikary</i>    |
| 13    | Dr. Tammy Shume     | Agronomy                    | <i>Tammy Shume</i>       |
| 14    | Dr. Sagar Maibra    | Agronomy                    | <i>Sagar Maibra</i>      |
| 15    | Dr. Vinay Kumar     | SPB                         | <i>Vinay Kumar</i>       |
| 16    |                     |                             |                          |
| 17    |                     |                             |                          |
| 18    |                     |                             |                          |
| 19    |                     |                             |                          |
| 20    |                     |                             |                          |

Agenda

- (1) M.Sc syllabus finalization
- (2) M.Sc time table of class work

Minutes:

- (1) To strengthen the Crop Physiology lab
- (2) Coding (Chemistry)
- (3) Supporting course - Statistics - SPSS and other software
- (4) Thesis - to be checked by expert (Team)
- (5) Technical work by the departments.

**Fwd: M.Sc.Syllabus for 1st semester**

Tanmoy Shankar <tanmoy@cutm.ac.in>

To: "Board Room, Seminar Hall and Auditorium @ PKD" <roomrequisition.pkd@cutm.ac.in>

Mon, Sep 12, 2022 at 9:06 PM

Dear Sir,

Please provide JITM board room 2 at 11.30am

----- Forwarded message -----

From: **M. Devender Reddy** <devender.reddy@cutm.ac.in>

Date: Tue, Sep 13, 2022 at 9:33 AM

Subject: M.Sc.Syllabus for 1st semester

To: Dr. SAGAR MAITRA <sagar.maitra@cutm.ac.in>, Tanmoy Shankar <tanmoy@cutm.ac.in>, Anant Tamang <anant.tamang@cutm.ac.in>, MERUGU CHANDRA SURYA RAO <chandra.surya@cutm.ac.in>, Dinkar Gaikwad <gaikwad@cutm.ac.in>, Dr. Vinay Kumar <vinay.kumar@cutm.ac.in>, K. Krishnam Raju <k.krishnam@cutm.ac.in>, CHITRASENA PADHY <chitrasenapadhy@cutm.ac.in>, SATARUPA MODAK <satarupa.modak@cutm.ac.in>, DR. NIHAL R <nihal.r@cutm.ac.in>, Dr. Boddana Praveen <bpraveen@cutm.ac.in>, Rahul Adhikary <rahul.adhikary@cutm.ac.in>  
Cc: Dr. S. P. Nanda <spnanda@cutm.ac.in>, Dr. Agepati Sivasankar <agepati.sivasankar@cutm.ac.in>

Dear Faculty,

We will have a meeting in board room 2 at 11.30am to decide the courses to be offered to the first semester M.Sc(Agri./ Hort.) students. Come prepared to the meeting with courses to be offered.

M.Devender Reddy,  
Dean, MSSSOA

--  
**Regards**

*Dr. Tanmoy Shankar*

*Associate Professor of M.S.S.S.O.A*

*Department of Agronomy,*

*CENTURION UNIVERSITY (CUTM)*

*PO- PARLAKHAMUNDI (ODISHA), 761211*

*India*

# RETREAT-2022 Preparation meeting

Date → 19.09.22 <sup>25%</sup> Time → 2.30 pm Venue → Board Room II

| S.No | Name                         | Department                  | Signature |
|------|------------------------------|-----------------------------|-----------|
| 1    | M. Sundar Kiddy Dean         |                             |           |
| 2    | Dr. S. P. Alanka             | Dean (Admin)                |           |
| 3    | Dr. M. Subba Rao             | Professor (GPBR)            |           |
| 4    | Dr. P. K. Chakravarty        | SOM                         |           |
| 5    | Dr. A. Sarasankar            | Professor (Crop Physiology) |           |
| 6    | Dr. Tanuj Shankar            | Agronomy                    |           |
| 7    | Dr. Chitra Sena Padhy        | Aquaculture                 |           |
| 8    | Dr. Vinay Kumar              | GPB                         |           |
| 9    | Mr. Chandrasekhar Sahu       | Physiology                  |           |
| 10   | Dr. Anant Kumar              | Horticulture                |           |
| 11   | Dr. Soumik Ray               | Agri. Statistics            |           |
| 12   | Dr. Siddhartha Shankar Sharm | Genetics PB                 |           |
| 13   | Dr. Nihal R                  | Entomology                  |           |
| 14   | Dr. Satyabrata Nanda         | Biotechnology               |           |
| 15   | Dinkar Gaikwad               | COOP physiology             |           |
| 16   | Dr. Atanu Deb                | Extension                   |           |
| 17   | Dr. Ashok Kumar              | Ag. Extension               |           |
| 18   | Dr. Santanuj Modak           | Ag. Extn Edu                |           |
| 19   | Dr. Anubha Pal               | Soil Science                |           |
| 20   | Sagar Maitra                 | Agronomy                    |           |
| 21   | Sambid Swain                 | Fisheries                   |           |

**RETREAT 2022 - meeting on today (19th Sep 2022) at 2.30 pm in board room II**

1 message

Dr. S. P. Nanda &lt;spnanda@cutm.ac.in&gt;

Sun, Sep 18, 2022 at 8:53 PM

To: Sambid Swain <sambid.swain@cutm.ac.in>, "DR. ASHOK KUMAR" <ashok.kumar@cutm.ac.in>, Chandrasekhar Sahu <chandrasekhar.sahu@cutm.ac.in>, ARUNABHA PAL <arunabha@cutm.ac.in>, Siddhartha Shankar Sharma <siddhartha.sharma@cutm.ac.in>, Tanmoy Shankar <tanmoy@cutm.ac.in>, ANIL KUMAR JONNALAGADDA <anilkumar.j@cutm.ac.in>, SATARUPA MODAK <satarupa.modak@cutm.ac.in>, "Dr. Vinay Kumar" <vinay.kumar@cutm.ac.in>, "Dr. Boddana Praveen" <bpraveen@cutm.ac.in>, Anant Tamang <anant.tamang@cutm.ac.in>, "DR. SATYABRATA NANDA" <satyabrata.nanda@cutm.ac.in>, "Dr. SAGAR MAITRA" <sagar.maitra@cutm.ac.in>, Dinkar Gaikwad <gaikwad@cutm.ac.in>, CHITRASENA PADHY <chitrasenapadhy@cutm.ac.in>, Soumik Ray <soumik.ray@cutm.ac.in>, Atanu Deb <atanudeb@cutm.ac.in>, "DR. MUTCHUKOTA SUBBA RAO" <m.subbarao@cutm.ac.in>, "DR. N. VENUGOPALA RAO" <venugopala.rao@cutm.ac.in>, "Dr. Agepati Sivasankar" <agepati.sivasankar@cutm.ac.in>, "DR. NIHAL R" <nihal.r@cutm.ac.in>, "M. Devender Reddy" <devender.reddy@cutm.ac.in>, Parle Kalyan Chakravarty <pkchakravarty@cutm.ac.in>, Saurav Barman <saurav.barman@cutm.ac.in>, BRAJA BIDHU PATNAIK <bbpatnaik@cutm.ac.in>, Rajendra Kumar Panda <rajendrakumpanda@cutm.ac.in>, Ranjit Padhi <ranjit.padhi@cutm.ac.in>

Dear Sir/Mam

Please attend to discuss the details for the Retreat 2022

1. Present happenings
2. Future goals
3. Start ups, production, Entrepreneurship, consulting and other income
4. Publications, patents
5. RCS
6. Admissions, results, placement, average salary
7. Higher education/JRF and other coachings
8. How to make a poster for the entire presentation?
9. READY programme

Regards,  
S.P.Nanda

# Mentor Meeting :

Date: - 28.09.2022

Time: - 03:30

Venue: Board Room

| Sl. No. | Name                     | Department                       | Signature       |
|---------|--------------------------|----------------------------------|-----------------|
| 1       | Dr. S. P. Danda          | Dean (Admin)                     | S. P. Danda     |
| 2       | Dr. Koustava K Panda     | Biotechnology                    | K. K. Panda     |
| 3       | Dr. Goutam Ku Doh        | Biochemistry & Crop Physiology   | G. K. Doh       |
| 4       | Dr. Tufleuddin Biswas    | Ag. Eco. & Statistics            | T. U. Biswas    |
| 5       | Dr. S. H. Mijumda        | Agri. Econ.                      | S. H. Mijumda   |
| 6       | Ms. Manisha              | Horticulture                     | Manisha         |
| 7       | CHANDINI                 | AGRONOMY                         | Chandi          |
| 8       | Dr Anindita Ray          | Horticulture                     | Anindita        |
| 9       | Dr. Akkamahadevi         | Agri. Ext <sup>n</sup> Education | Akamahadevi     |
| 10      | Dr. Satyaupa Modak       | Agri. Ext <sup>n</sup> Education | Satyaupa        |
| 11      | Dr. Gautam. B. Hosamaini | Agri. Entomology                 | G. B. Hosamaini |
| 12      | Mr. Bishnuprasad Dash    | Soil Science                     | Bishnu          |

— : PKD Campus Full time Scholar Meeting : —

Date: <sup>256</sup> - 21.10.2022

Time - 03.00 PM

Venue: -

| Sl. no. | Name                  | Department                 | Signature |
|---------|-----------------------|----------------------------|-----------|
| 1.      | Dr. S.P. Nandan       | Dean(Admin) MSSSOA         |           |
| 2.      | Dr. M. Devendra Reddy | Dean, MSSSOA               |           |
| 3.      | Dr. P.S. Rao          | Dean RED                   |           |
| 4.      | Dr. Ashish Rajendra   | Dean, SoET                 |           |
| 5.      | Dr. Kamal K. B. B. B. | Associate Professor        |           |
| 6.      | Dr. Sagar Maitra      | Professor, Agronomy        |           |
| 7.      | MASINA SAI RAM        | Ph.D. Scholar, Agronomy    |           |
| 8.      | Lalichetti Sagar      | Ph.D. Scholar, Agronomy    |           |
| 9.      | V. Rama Lalchhmi      | Ph.D. Scholar, Entomology  |           |
| 10.     | Deepayan Padhy        | Ph.D. Scholar (Entomology) |           |
| 11.     | Chandrasekhar Sahu    | Ph.D. Scholar (Physiology) |           |
| 12.     |                       |                            |           |





BRAJA BIDHU PATNAIK <bbpatnaik@cutm.ac.in>

**Fwd: PKD Campus Full time scholars meeting**  
1 message

Chandrasekhar Sahu <chandrasekhar.sahu@cutm.ac.in>  
To: BRAJA BIDHU PATNAIK <bbpatnaik@cutm.ac.in>

Fri, Oct 21, 2022 at 3:20 AM

Regards  
Chandrasekhar Sahu  
Ph.D Scholar  
Department of Plant Physiology  
MSSSoA, CUTM, Paralakhemundi, Odisha  
Mob-797622300

----- Forwarded message -----

From: **Kamal Barik** <kamal.barik@cutm.ac.in>  
Date: Fri, 21 Oct, 2022, 12:31 pm  
Subject: PKD Campus Full time scholars meeting  
To: Dr. Srinivasa Rao P <psrao@cutm.ac.in>, M. Devender Reddy <devender.reddy@cutm.ac.in>, Dr. S. P. Nanda <spnanda@cutm.ac.in>, Ashish Ranjan Dash <ashish.dash@cutm.ac.in>, SAIRAM MASINA <sairam.masina@cutm.ac.in>, Sagar Lalichetti <alichetti.sagar@cutm.ac.in>, DWITY SUNDAR ROUT <dwity.sundar@cutm.ac.in>, Chandrasekhar Sahu <chandrasekhar.sahu@cutm.ac.in>, RAMALAKSHMI V <vrimalakshmi@cutm.ac.in>, Deepayan Padhy <190506192003@cutm.ac.in>, Rashmi Rekha Behera <rashmi@cutm.ac.in>, VC CUTM <vc@cutm.ac.in>, Dr. SAGAR MAITRA <sagar.mitra@cutm.ac.in>, PHD Cell <phd\_cell@cutm.ac.in>

Respected Sir,

We have a physical meeting at 3 PM today in the Board Room 1, PKD Campus. Request all full-time scholars, P S Rao sir, S P Nanda sir, Ashish sir, Reddy sir & Sagar sir to attend the meeting.

Thanking You  
Kamal

258

DATE → 18.03.2023 TIME → 4:00PM VENUE → J. I. T. M BOARD Room

| SL NO | NAME                              | DEPARTMENT                | SIGNATURE                     |
|-------|-----------------------------------|---------------------------|-------------------------------|
| 1     | DR M. DEVENDER REDDY              | DEAN                      | H. Devender Reddy             |
| 2     | DR S. P. NANDA                    | DEAN (ADMIN)              | S. P. Nanda                   |
| 3     | DR. T. Biswas                     | Ag. Economics             | T. Biswas                     |
| 4     | Dr. Swapnil                       | Genetics & Plant Breeding | Swapnil                       |
| 5     | Dr. Anant Ramang.                 | Horticulture              | Anant Ramang.                 |
| 6     | Mr. Pritam Tripathy               | Fisheries                 | Pritam Tripathy               |
| 7     | DR. SUNIL RATNOD                  | Entomology                | Sunil Ratnod                  |
| 8     | Dr. Bishnuprasad Dash             | Soil Science              | Bishnu Dash                   |
| 9     | Mr. Chandrasekhar Sahu            | Physiology                | Chandrasekhar Sahu            |
| 10    | Dwety Sunder Rout                 | Agri. Extension Ed        | Dwety Sunder Rout             |
| 11    | Dr. Jyotiraj Kumar Panda          | Biotechnology             | Jyotiraj Kumar Panda          |
| 12    | Dr. Sambodh Swain                 | Assoc Dean Fisheries      | Sambodh Swain                 |
| 13    | Dr. N. K. Chaurasia               | Genetics & Plant Breeding | N. K. Chaurasia               |
| 14    | Dr. Indrakanti Chandrakanti Reddy | Agri. Economics           | Indrakanti Chandrakanti Reddy |
| 15    | Dr. Aravind T                     | Plant Pathology           | Aravind T                     |
| 16    | Dr. Tarunoy Sharmad               | Agronomy                  | Tarunoy Sharmad               |
| 17    | Dr. Ritesh Kumar                  | Plant Pathology           | Ritesh Kumar                  |
| 18    | Dr. Soumik Ray                    | Agri. Stat.               | Soumik Ray                    |
| 19    | Dr. Pravin Boddam                 | Plant Pathology           | Pravin Boddam                 |
| 20    | Dr. Nihal R                       | Entomology                | Nihal R                       |
| 21    | Dr. Akkamahadevi Naidu            | Agri. Extension           | Akamahadevi Naidu             |
| 22    |                                   |                           |                               |

Agenda → i) N A A C file discussion  
 ii) Assigned to faculty to prepare files  
 iii) Discussion on Start up.

- HOD MEETING -

260

DATE → 29.03.2023 TIME :- 12 noon VENUE :-

| SL No. | NAME                  | DEPARTMENT        | SIGNATURE |
|--------|-----------------------|-------------------|-----------|
| 1.     | Dr. S.P. NANDA        | DEAN (ADMIN)      |           |
| 2.     | Dr. S. SARKAR         | Prof. Agronomy    |           |
| 3.     | Dr. N. Venugopala Rao | Prof. Entomology  |           |
| 4.     | Dr. Nihal. R          | Entomology        |           |
| 5.     | Dr. Soumik Ray        | Agril. Stat.      |           |
| 6.     | Dr. Saptarshi Naha    | HOD               |           |
| 7.     | Dr. Chetansu Patil    | Agril. Entomology |           |
| 8.     | Dinkar Gaikwad        | SOE Physiology    |           |
| 9.     | Pranav Boddam         | Plant Pathology   |           |
| 10.    | Dr. Sambodh Das       | Assoc Dean (Acad) |           |
| 11.    | Dr. Arunabha Pal      | Assoc Prof        |           |
| 12.    | Dr. Tanmoy Shankar    | Assoc Prof.       |           |
| 13.    | Dr. Anant Kumar       | Horticulture      |           |
| 14.    |                       |                   |           |
| 15.    |                       |                   |           |
| 16.    |                       |                   |           |

Agenda

- ① Syllabus revision
- ② RMA guidelines discuss
- ③ Mentoring

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**HOD meeting today at 12 noon in board room I to discuss the syllabus revision for Pre-BOS meeting**

1 message

Dr. S. P. Nanda &lt;spnanda@cutm.ac.in&gt;

Wed, Mar 29, 2023 at 10:50 AM

To: "DR. NIHAL R" <nihal.r@cutm.ac.in>, Sambid Swain <sambid.swain@cutm.ac.in>, CHITRASENA PADHY <chitrasenapadhy@cutm.ac.in>, "Dr. Boddana Praveen" <bpraveen@cutm.ac.in>, "Dr. Vinay Kumar" <vinay.kumar@cutm.ac.in>, "DR. SATYABRATA NANDA" <satyabrata.nanda@cutm.ac.in>, Dinkar Gaikwad <gaikwad@cutm.ac.in>, ARUNABHA PAL <arunabha@cutm.ac.in>, Tanmoy Shankar <tanmoy@cutm.ac.in>, Soumik Ray <soumik.ray@cutm.ac.in>, Anant Tamang <anant.tamang@cutm.ac.in>, Rajendra Kumar Panda <rajendrakumpanda@cutm.ac.in>, BRAJA BIDHU PATNAIK <bbpatnaik@cutm.ac.in>  
Cc: "DR. SUPRADIP SARKAR" <supradip.sarkar@cutm.ac.in>, ANIL KUMAR JONNALAGADDA <anilkumar.j@cutm.ac.in>, "DR. MUTCHUKOTA SUBBA RAO" <m.subbarao@cutm.ac.in>, "DR. N. VENUGOPALA RAO" <venugopala.rao@cutm.ac.in>, "Dr. G. Vidya Sagar Reddy" <gvsreddy@cutm.ac.in>, "Dr.K.S.Krishna Prasad" <krishnaprasad@cutm.ac.in>, "M. Devender Reddy" <devender.reddy@cutm.ac.in>

Dear All

Please attend with the hard copy of the changes in the existing syllabus of ICAR and any new domain and skill courses planned by the department.

Also any modification required in the existing domain courses.

Regards,  
S.P.Nanda

# : MENTORS MEETING :

263

DATE: - 06.04.2023

TIME: 3:30 PM

VENUE: BOARD ROOM I

| SL. NO | NAME                  | DEPARTMENT                    | SIGNATURE         |
|--------|-----------------------|-------------------------------|-------------------|
| 1.     | Dr. M. DEVENDER REDDY | DEAN                          | M. Devender Reddy |
| 2.     | Dr. S.P. NANDA        | DEAN (ADMIN)                  | S. P. Nanda       |
| 3.     | Dr. Abha Namikar      |                               |                   |
| 4.     | Dr. A. Ravi           |                               |                   |
| 5.     | Dr. V. Thiruvani      | Assistant Professor           | V. Thiruvani      |
| 6.     | Dr. M. K. Yadav       |                               |                   |
| 7.     | Dr. L. P. Phaneendra  |                               |                   |
| 8.     | Dr. Sunil             |                               |                   |
| 9.     | Dr. I. C. Reddy       |                               |                   |
| 10.    | Dr. Aravind T         | Asst. Prof. (Plant Pathol)    | Aravind T         |
| 11.    | Mr. V. Vasana (sch)   | Asst Professor, Agronomy      | V. Vasana         |
| 12.    | Mr. V. Ramakrishna    | Entomology                    | V. P.             |
| 13.    | Dr. Trupti K. Madal   |                               |                   |
| 14.    | Dr. S. Deepthi        | Asst. Professor (Hort)        | Deepthi           |
| 15.    | Dr. C. Reddy          |                               |                   |
| 16.    | Dr. S. Das            |                               |                   |
| 17.    | Dr. A. Chennuraj      | Asst Prof (EST)               | A. Chennuraj      |
| 18.    | Mr. D. Reddy          | PhD Scholar (Entomology)      | D. Reddy          |
| 19.    | Dr. M. N. Chennuraj   | Asst. Prof (GMB)              | M. N. Chennuraj   |
| 20.    | Dr. Anitha            | Asst professor (Horticulture) | Anitha            |
| 21.    | Dr. A. Pany           | Horticulture                  | A. Pany           |
| 22.    | Dr. Sharpe            |                               |                   |
| 23.    | Dr. Smarandha Mahala  |                               |                   |
| 24.    | Dr. Swarnal.          |                               |                   |
| 25.    | Dr. Monali's (sch)    | Asst. Prof. (Agronomy)        | Monali's          |
| 26.    | Miss. Vasana          |                               |                   |

**Mentors meeting today at 3.30 pm in board room I**

1 message

Dr. S. P. Nanda &lt;spnanda@cutm.ac.in&gt;

Thu, Apr 6, 2023 at 1:31 PM

To: "ABHA MANOHAR K." <abha.manohar@cutm.ac.in>, ARUNABHA PAL <arunabha@cutm.ac.in>, VANGAPANDU THRIVENI <thriveni.vangapandu@cutm.ac.in>, "Dr. Manish Kumar Yadav" <manish.yadav@cutm.ac.in>, "DR. LIMBRAJ PARSHURAM PHOLANE" <limbraj.pholane@cutm.ac.in>, "DR. SUNIL" <sunil@cutm.ac.in>, IDEMAKANTI CHANDRAKANTH REDDY <ichandrakanth.reddy@cutm.ac.in>, ARAVIND T <aravind.t@cutm.ac.in>, UPASANA SAHOO <upasana.sahoo@cutm.ac.in>, TRIPTESH MONDAL <triptesh.mondal@cutm.ac.in>, RAMALAKSHMI V <vramalakshmi@cutm.ac.in>, SUNNA DEEPTI <sunna.deepti@cutm.ac.in>, "DR. SIDDHARTHA DAS" <siddhartha@cutm.ac.in>, CHITRASENA PADHY <chitrasenapadhy@cutm.ac.in>, "Dr. Aninda Chakraborty" <aninda.chakraborty@cutm.ac.in>, Deepayan Padhy <deepayan28@cutm.ac.in>, "Dr. Ganiseti Anitha" <ganiseti.anitha@cutm.ac.in>, "DR. NIRANJAN KUMAR CHAURASIA" <niranjn.chaurasia@cutm.ac.in>, Anant Tamang <anant.tamang@cutm.ac.in>, "MS. SHAMPA PURKAYSTHA" <shampa.purkaystha@cutm.ac.in>, Smaranika Mohanta <smaranika.mohanta@cutm.ac.in>, "MS. SWAPNIL" <swapnil@cutm.ac.in>, "MS. MONALISA SAHOO" <monalisa.sahoo@cutm.ac.in>, BRAJA BIDHU PATNAIK <bbpatnaik@cutm.ac.in>, Rajendra Kumar Panda <rajendrakumarpanda@cutm.ac.in>

Cc: "M. Devender Reddy" &lt;devender.reddy@cutm.ac.in&gt;

Dear All

Please attend to discuss the following points, **come with the mentor file**  
**All must attend without fail.**

1. Last date of instruction
2. Attendance
3. Fee dues

Regards,  
S.P.Nanda

# HOD AND BATCH COORDINATOR MEETING :

264

DATE : 19.06.2023

TIME : 09:15 PM

VENUE : 20

| SL. NO. | NAME                       | DEPARTMENT                  | SIGNATURE                   |
|---------|----------------------------|-----------------------------|-----------------------------|
| 1.      | Dr. M. DEVENDER RAO        | DEAN                        | <i>[Signature]</i>          |
| 2.      | Dr. S. P. IVANDA           | DEAN (ADMIN.)               | <i>[Signature]</i>          |
| 3.      | Dr. B. Praveen             | HOD, Plant Pathology        | <i>[Signature]</i>          |
| 4.      | Dr. Satyabrata Nayak       | HOD, Probiotechnology       | <i>[Signature]</i>          |
| 5.      | Dr. Sagar Mahto            | Agronomy & Agriforestry     | <i>[Signature]</i>          |
| 6.      | Dr. D. Giridhar            | crop physiology & Biochem   | <i>[Signature]</i>          |
| 7.      | Dr. Vinay Kumar            | Associate professor         | <i>[Signature]</i>          |
| 8.      | Dr. Anant Tamang           |                             |                             |
| 9.      | Dr. Chittaran Reddy        | Spady HOD, Agril Entomology | <i>[Signature]</i>          |
| 10.     | Dr. Tamy Shankar           | ASSOC. Prof. Agronomy       | <i>[Signature]</i>          |
| 11.     | Dr. Subirupa Modan         |                             |                             |
| 12.     | Dr. Sammita Nayak          | Agril. Eco. and Statistics  | <i>[Signature]</i> 19/06/23 |
| 13.     | Dr. R. Srinu               | Associate Professor         | <i>[Signature]</i> 19/6/23  |
| 14.     | Dr. Sambit Gurin.          |                             |                             |
| 15.     | Dr. N. Vathek              | Assistant Professor (SOF)   | <i>[Signature]</i> 19/6/23  |
| 16.     | Dr. M. Bharath             | Assistant Professor (SOF)   | <i>[Signature]</i> 19/6/23  |
| 17.     | Prof. Vijayashree Reddy    |                             |                             |
| 18.     | Dr. Pratim Tripathy        |                             |                             |
| 19.     | Dr. Nihal R                | Entomology                  | <i>[Signature]</i> 19/06/23 |
| 20.     | Dr. Ashim Kumar            | Agril. Extension            | <i>[Signature]</i>          |
| 21.     | Dr. E. Ramesh              |                             |                             |
| 22.     | Dr. Subhrajyoti Chatterjee |                             |                             |
| 23.     | Dr. A. Paul                | Soil Science and Ag. Chem.  | <i>[Signature]</i> 19.06.23 |
| 24.     |                            |                             |                             |

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**HOD and Batch coordinators meeting today in Board room II at 4.15 pm**

1 message

Dr. S. P. Nanda &lt;spnanda@cutm.ac.in&gt;

Mon, Jun 19, 2023 at 2:51 PM

To: "DR. R. SRINU" <r.srinu@cutm.ac.in>, Sambid Swain <sambid.swain@cutm.ac.in>, "DR. MANGESH MADHUKARAO BHOSALE" <mangesh.bhosale@cutm.ac.in>, "DR. NAVEEN KUMAR VATE" <naveen.vate@cutm.ac.in>, CHITRASENA PADHY <chitrasenapadhy@cutm.ac.in>, SATARUPA MODAK <satarupa.modak@cutm.ac.in>, Anant Tamang <anant.tamang@cutm.ac.in>, "Dr. SAGAR MAITRA" <sagar.maitra@cutm.ac.in>, "MR. EGGADI RAMESH" <eggadi.ramesh@cutm.ac.in>, Tanmoy Shankar <tanmoy@cutm.ac.in>, "Dr. Vinay Kumar" <vinay.kumar@cutm.ac.in>, "DR. SATYABRATA NANDA" <satyabrata.nanda@cutm.ac.in>, Dinkar Gaikwad <gaikwad@cutm.ac.in>, "Dr. Boddana Praveen" <bpraveen@cutm.ac.in>, ARUNABHA PAL <arunabha@cutm.ac.in>, "DR. NIHAL R" <nihal.r@cutm.ac.in>, "DR. ASHOK KUMAR" <ashok.kumar@cutm.ac.in>, Soumik Ray <soumik.ray@cutm.ac.in>, Rajendra Kumar Panda <rajendrakumarpanda@cutm.ac.in>, BRAJA BIDHU PATNAIK <bbpatnaik@cutm.ac.in>

Cc: "DR. SUPRADIP SARKAR" <supradip.sarkar@cutm.ac.in>, "Dr. G. Vidya Sagar Reddy" <gvsreddy@cutm.ac.in>, "DR. MUTCHUKOTA SUBBA RAO" <m.subbarao@cutm.ac.in>, "DR. N. VENUGOPALA RAO" <venugopala.rao@cutm.ac.in>, "M. Devender Reddy" <devender.reddy@cutm.ac.in>

Dear Sir/Mam

Please attend the meeting to discuss the following points:

1. NAAC preparation
2. Time table
3. School library
4. M.Sc.Students research
5. Course preparedness presentation
6. Board of studies meeting
7. Hatchery and RAS progress
8. Domain briefing to students
9. Subject registration of students

Regards,  
S.P.Nanda





**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
ODISHA, BOLANGIR CAMPUS**

**SCHOOL OF APPLIED SCIENCES**

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-22/08/2022 at seminar hall..

Date: 22.08.2022

Time: 11.00a.m.

Venue: Seminar Hall

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator (Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Nilaya Mohanty, Asst Professor & HoD ( Department of Physics)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD ( Department of Botany)
5. Dr. Bhairaba Majhi, Asst Professor & HoD ( Department of Math)
6. Dr. Srikant Moharana, Asst Professor (Department of Chemistry)

The Academic Coordinator, Dr. J.K Meher welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of all the departments.

**AGENDA**

It is resolved in the meeting that

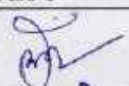
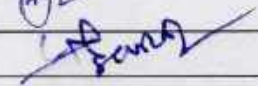
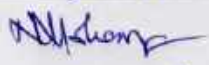

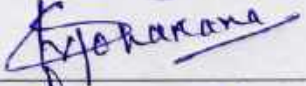
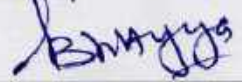
1. Orientation program of UG courses will be held on dt 12.09.2022 and Orientation program of PG courses will be held on dt 15.09.2022
2. Classes will be conducted as per the academic calendar of the university i.e 19.09.2022.
3. In the meeting all HoDs will discuss on the rules and regulation of their respective departments.
4. The syllabus will be distributed and the subject's distribution and time table will be prepared by the respective departments.
5. A presentation on "know your university" will be presented.

**Meeting ended with a vote of thanks to the chair**

  
**Convenor**



## Signature of the Members

| Sl.No | Name with Designation  | signature   |
|-------|--|---|
| 1     | Dr. Jayakishan Meher, Academic coordinator (Convenor)                  |  |
| 2     | Mr. Somanath Sarangi, Principal (SoAS)                                 |  |
| 3     | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       |  |
| 4     | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          |  |
| 5     | Dr. Srikant Moharana, Asst Professor & HoD (Department of Chemistry)   |  |
| 6     | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) |  |





**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
ODISHA, BOLANGIR CAMPUS**

**SCHOOL OF APPLIED SCIENCES**

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-16/12/2022 at seminar hall.

Date: 16.12.2022

Time: 4.00 p.m.

Venue: Seminar Hall

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator (Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany)
5. Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)
6. Dr. Srikant Moharana, Asst Professor (Department of Chemistry)
7. Mrs Meena Kumari Sahu ( Exam Coordinator)

The Academic Coordinator, Dr. J.K Meher welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the all Departments for upcoming examinations.

**AGENDA**

The following points have been discuss among all HoDs

1. The HoDs are instructed to submit the course progression reports.
2. The HoDs are instructed to ensure the course completion of the subjects before closing of attendances that is the last date of instruction(dt 31.12.2022 )
3. All the HoDs are instructed to check the form fill up process of their respective departments.
4. Dues clearances must be checked by the mentors as well as by the HoDs.
5. Practical external examination lists are to be prepared and conduction of practical examination..
6. Subject teachers may conduct extra classes for revision.


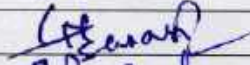
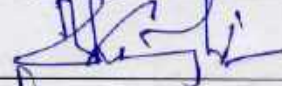
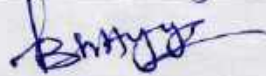
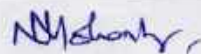
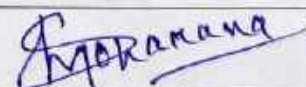
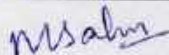
7. Students have to appear the sample test that will be helpful for semester examination.
8. The HoDs are requested to collect all the Action learning and Class Room Learning of their respective departments.

**Meeting ended with a vote of thanks to the chair**

  
Convener



**Signature of the Members**

| Sl.No | Name with Designation  | Signature   |
|-------|--|---|
| 1     | Dr. Jayakishan Meher, HoD(Academic coordinator ,Convener)              |    |
| 2     | Mr. Somanath Sarangi, Principal (SoAS)                                 |    |
| 3     | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          |    |
| 4     | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) |   |
| 5     | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       |  |
| 6     | Dr. Srikant Moharana, Asst Professor (Department of Chemistry)         |  |
| 7     | Mrs Meena Kumari Sahu ( Chief Exam Coordinator)                        |  |
|       |  |   |
|       |  |   |



**CENTURION UNIVERSITY OF TECHNOLOGY AND  
MANAGEMENT, ODISHA, BOLANGIR CAMPUS**

**SCHOOL OF APPLIED SCIENCES**

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-10/03/2023 at principal office.

Date: 10.03.2023

Time: 10.00 a.m.

Venue: Office of the principal

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator (Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany)
5. Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)
6. Dr. Srikant Moharana, Asst Professor (Department of Chemistry)
7. Mrs Meena Kumari Sahu ( Exam Coordinator)
8. Mrs Pratiba Satpathy (CSR Coordinator)

The Academic Coordinator, Dr. J.K. Meher welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the all Departments.

**AGENDA**

The following points have been discuss among all HoDs

1. The CSR activities reports should be given by the HoDs of their respective departments.
2. HoDs are instructed to submit the result analysis report of their departments.


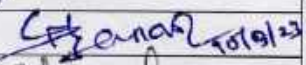



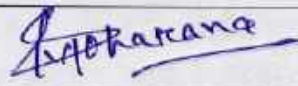
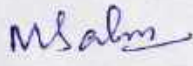
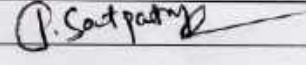
3. Subject teachers may conduct the remedial classes for the backlog students.
4. The HoDs are requested to distribute the subjects among their faculties for the upcoming semester.

**Meeting ended with a vote of thanks to the chair**

  
Convenor



**Signature of the Members**

| Sl.No | Name with Designation  | Signature   |
|-------|--|---|
| 1     | Dr. Jayakishan Meher, HoD(Academic coordinator ,Convenor)              |   |
| 2     | Mr. Somanath Sarangi, Principal (SoAS)                                 |   |
| 3     | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          |  |
| 4     | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) |  |
| 5     | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       |  |
| 6     | Dr. Srikant Moharana, Asst Professor (Department of Chemistry)         |  |
| 7     | Mrs Meena Kumari Sahu ( Chief Exam Coordinator)                        |  |
| 8     | Mrs Prativa Satpathy(CSR Coordinator)                                  |  |



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT, ODISHA,  
BOLANGIR CAMPUS**

**SCHOOL OF APPLIED SCIENCES**

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-15/06/2023 at seminar hall.

Date: 15.06.2023

Time: 10.00 a.m.

Venue: Seminar Hall

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator (Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany)
5. Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)
6. Dr. Srikant Moharana, Asst Professor (Department of Chemistry)
7. Mrs Meena Kumari Sahu ( Exam Coordinator)
8. Mrs Prativa Satpathy (CSR Coordinator)

The Academic Coordinator, Dr. J.K. Meher welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the all Departments.

**AGENDA**

The following points have been discuss among all HoDs

1. The CSR activities reports should be given by the HoDs of their respective departments.
2. HoDs are instructed to submit the result analysis report of their departments.

3. Subject teachers may conduct the remedial classes for the backlog students.
4. The HoDs are requested to distribute the subjects among their faculties for the upcoming semester.

**Meeting ended with a vote of thanks to the chair**

*J. Meher*  
15/05/23



**Signature of the Members**

| Sl.No | Name with Designation  | Signature                  |
|-------|--|----------------------------|
| 1     | Dr. Jayakishan Meher, HoD(Academic coordinator ,Convenor)              | <i>J. Meher</i>            |
| 2     | Mr. Somanath Sarangi, Principal (SoAS)                                 | <i>S. Sarangi</i> 15/05/23 |
| 3     | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          | <i>B. Majhi</i>            |
| 4     | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) | <i>S. Bhattacharya</i>     |
| 5     | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       | <i>N. Mohanty</i>          |
| 6     | Dr. Srikant Moharana, Asst Professor (Department of Chemistry)         | <i>S. Moharana</i>         |
| 7     | Mrs Meena Kumari Sahu ( Chief Exam Coordinator)                        | <i>M. Sahu</i>             |
| 8     | Mrs Pratiba Satpathy(CSR Coordinator)                                  | <i>P. Satpathy</i>         |





**CENTURION UNIVERSITY OF TECHNOLOGY AND  
MANAGEMENT, ODISHA, BOLANGIR CAMPUS**

**SCHOOL OF APPLIED SCIENCES**

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-15/11/2022 at principal office.

Date: 15.11.2022

Time: 3.30 p.m.

Venue: Office of the Principal

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator ( Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany)
5. Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)
6. Dr. Srikant Moharana, Asst Professor (Department of Chemistry)
7. Mrs Meena Kumari Sahu ( Exam Coordinator)
8. Mrs Prativa Satpathy (CSR Coordinator)

The Academic Coordinator, Dr. J.K. Meher welcomed all the members and thanked them for their cooperation and inviting valuable suggestions for the successful functioning of the all Departments.

**AGENDA**

The following points have been discussed among all HoDs

1. All the HODs are instructed to check the final subject registration of their respective departments.
2. All the subject teachers are instructed to update their lesson plan and take attendance.
3. As per the schedule of the academic calendar the 1<sup>st</sup> internal examination is scheduled to be from dt 01.12.2022 to dt 05.12.2022 .
4. The HoDs are instructed to submit the course progression reports.
5. The students are to be given the assignment related to the 30% of the syllabus
6. The faculty members are to keep track on attendance.

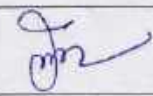
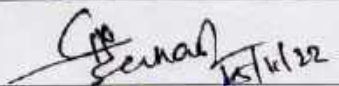

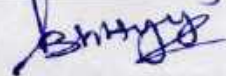
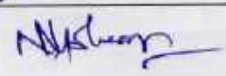
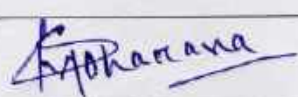
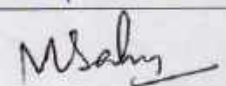
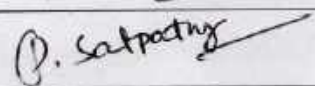
7. All the HoDs are instructed to start the 2<sup>nd</sup> internal examination (in continuous mode) after the completion of 1<sup>st</sup> internal.
8. The CSR activities must be performed by the CSR coordinator and that should be maintained in proper paper work.
9. Discussed regarding the planning of internship for the students.
10. Discussed the selection of Domain subjects and Skilled subjects for the students

**Meeting ended with a vote of thanks to the chair**

  
**Convenor**



**Signature of the Members**

| SL.No. | Name with Designation  | signature   |
|--------|--|---|
| 1      | Dr. Jayakishan Meher,(Academic coordinator ,Convenor)                  |   |
| 2      | Mr. Somanath Sarangi, Principal (School of Applied Sciences)           |  |
| 3      | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          |  |
| 4      | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) |  |
| 5      | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       |  |
| 6      | Dr. Srikant Moharana, Asst Professor (Department of Chemistry)         |  |
| 7      | Mrs Meena Kumari Sahu ( Chief Exam Coordinator)                        |  |
| 8      | Mrs Prativa Satpathy(CSR Coordinator)                                  |  |
|        |  |   |

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-10/01/2023 at seminar hall.

Date: 10.01.2023

Time: 3.30 p.m.

Venue: Seminar Hall

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator (Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Nilaya Mohanty, Asst Professor & HoD ( Department of Physics)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD ( Department of Botany)
5. Dr. Bhairaba Majhi, Asst Professor & HoD ( Department of Math)
6. Dr. Srikant Moharana, Asst Professor & HoD (Department of Chemistry)

The Academic Coordinator, Dr. J.K Meher welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of all the departments.

**AGENDA**

It is resolved in the meeting that


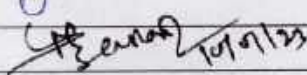
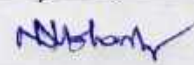

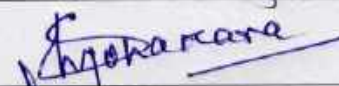
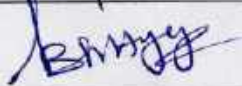
1. The syllabus will be distributed and the subject's distribution and time table will be prepared by the respective departments.
2. All the HoDs are requested to inform the students about the committees of the university.
3. The mentors are requested to inform the hostel rule regulation to the hostellers.
4. The mentors are instructed to check the subject registration of the students.
5. Dues clearance must be checked by the Mentors as well as by the HoDs.

**Meeting ended with a vote of thanks to the chair**

  
Convenor



### Signature of the Members

| Sl.No | Name with Designation  | signature  |
|-------|--|--|
| 1     | Dr. Jayakishan Meher, Academic coordinator (Convenor)                  |           |
| 2     | Mr. Somanath Sarangi, Principal (SoAS)                                 |  10/01/23 |
| 3     | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       |           |
| 4     | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          |           |
| 5     | Dr. Srikant Moharana, Asst Professor & HoD (Department of Chemistry)   |           |
| 6     | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) |           |



**CENTURION UNIVERSITY OF TECHNOLOGY AND  
MANAGEMENT, ODISHA, BOLANGIR CAMPUS**

**SCHOOL OF APPLIED SCIENCES**

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-12/02/2023 at seminar hall for 1<sup>st</sup> internal Examination of all courses.

Date: 12.02.2023

Time: 3.30 p.m.

Venue: Office of the Principal

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator ( Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany)
5. Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)
6. Dr. Srikant Moharana, Asst Professor (Department of Chemistry)
7. Mrs Meena Kumari Sahu ( Exam Coordinator)
8. Mrs Prativa Satpathy (CSR Coordinator)

The Academic Coordinator, Dr. J.K Meher welcomed all the members and thanked them for their cooperation and inviting valuable suggestions for the successful functioning of the all Departments.

**AGENDA**

The following points have been discussed among all HoDs

1. All the HODs are instructed to check the final subject registration of their respective departments.
2. All the subject teachers are instructed to update their lesson plan and take attendance.
3. As per the schedule of the academic calendar the 1<sup>st</sup> internal examination is scheduled to be from dt 22.03.2023 to dt 25.03.2023.
4. The HoDs are instructed to submit the course progression reports.
5. The students are to be given the assignment related to the 30% of the syllabus

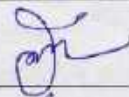
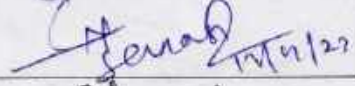

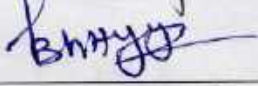
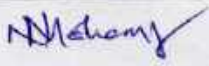
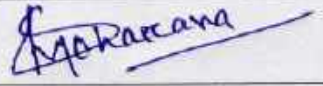

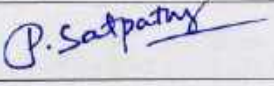
6. The faculty members are to keep track on attendance.
7. All the HoDs are instructed to start the 2<sup>nd</sup> internal examination (in continuous mode) after the completion of 1<sup>st</sup> internal examination.
8. The CSR activities must be performed by the CSR coordinator and that should be maintained in proper paper work.
9. Discussed regarding the planning of internship for the students.
10. Discussed the selection of Domain subjects and Skilled subjects for the students

**Meeting ended with a vote of thanks to the chair**

  
Convenor



**Signature of the Members**

| SL.No. | Name with Designation  | signature   |
|--------|--|---|
| 1      | Dr. Jayakishan Meher,(Academic coordinator ,Convenor)                  |    |
| 2      | Mr. Somanath Sarangi, Principal (School of Applied Sciences)           |   |
| 3      | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          |  |
| 4      | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) |  |
| 5      | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       |  |
| 6      | Dr. Srikant Moharana, Asst Professor (Department of Chemistry)         |  |
| 7      | Mrs Meena Kumari Sahu ( Chief Exam Coordinator)                        |  |
| 8      | Mrs Pratiba Satpathy(CSR Coordinator)                                  |  |
|        |  |   |



**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,  
ODISHA, BOLANGIR CAMPUS**

**SCHOOL OF APPLIED SCIENCES**

**MINUTES OF MEETING**

A meeting of the School of Applied Sciences was conducted on dt-20/04/2023 at seminar hall .

Date: 20.04.2023

Time: 3.30 p.m.

Venue: Seminar Hall

**Members present:**

1. Dr. Jayakishan Meher, Academic coordinator (Convenor)
2. Mr. Somanath Sarangi, Principal (SoAS)
3. Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)
4. Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany)
5. Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)
6. Dr. Srikant Moharana, Asst Professor (Department of Chemistry)
7. Mrs Meena Kumari Sahu ( Exam Coordinator)

The Academic Coordinator, Dr. J.K Meher welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the all Departments for upcoming examinations.

**AGENDA**

The following points have been discuss among all HoDs

1. The HoDs are instructed to submit the course progression reports.
2. The HoDs are instructed to ensure the course completion of the subjects before closing of attendances that is the last date of instruction(dt 6.05.2023)
3. All the HoDs are instructed to check the form fill up process of their respective departments.
4. Dues clearances must be checked by the mentors as well as by the HoDs.
5. Practical external examination lists are to be prepared and conduction of practical examination.
6. Subject teachers may conduct extra classes for revision.

7. Students have to appear the sample test that will be helpful for semester examination.
8. The HoDs are requested to collect all the Action learning and Class Room Learning of their respective departments.

**Meeting ended with a vote of thanks to the chair**

*J*  
24/11/23



**Signature of the Members**

| Sl.No | Name with Designation  | Signature                    |
|-------|--|------------------------------|
| 1     | Dr. Jayakishan Meher, HoD(Academic coordinator ,Convenor)              | <i>J</i>                     |
| 2     | Mr. Somanath Sarangi, Principal (SoAS)                                 | <i>S Sarangi</i><br>24/11/23 |
| 3     | Dr. Bhairaba Majhi, Asst Professor & HoD (Department of Math)          | <i>B Majhi</i>               |
| 4     | Dr. Shantanu Bhattacharya, Asst Professor & HoD (Department of Botany) | <i>S Bhattacharya</i>        |
| 5     | Dr. Nilaya Mohanty, Asst Professor & HoD (Department of Physics)       | <i>N Mohanty</i>             |
| 6     | Dr. Srikant Moharana, Asst Professor (Department of Chemistry)         | <i>S Moharana</i>            |
| 7     | Mrs Meena Kumari Sahu ( Chief Exam Coordinator)                        | <i>M Sahu</i>                |
|       |  |                              |
|       |  |                              |



17.6.2023

## Agenda: Admission strategies - 2023

A meeting was held with directors along with Principal and other staff members to discuss about the admission 2023. The following points were discussed

- ① Paper advertisement.
- ② Faculty contribution minimum of 4 candidates
- ③ phone calls to prospective candidates.
- ④ The salary increment is based on contribution in admission.
- ⑤ Blasting of message to prospective candidates.

The following members were present.

- ①
- ②
- ③ Binapani Barik
- ④ Dhanu Prasad Mishra
- ⑤ Rakesh Meher
- ⑥ Vijaya Kumar Meher.
- ⑦ Channu Pradhan.
- ⑧ Jitendra Prakash Goud
- ⑨ Dinesh Kumar Sharma
- ⑩ Sangeeta Tugathy
- ⑪ Dr. Sampalli Rajeswar
- ⑫ Shreevashree Meher
- ⑬ Abhishek Kumar Meher