

MINUTES OF 2<sup>ND</sup> IQAC MEETING HELD ON 9.9.2016 AT 3:00 P.M.

The 2<sup>nd</sup> meeting of Internal Quality Assurance Cell meeting (IQAC) was held on 9<sup>th</sup> September, 2016 at 3:00 P.M. in the Staff Common Room of the Institute. The following Members were attended the meeting.

1. Prof. K.B. Rath, Principal & Chairman
2. Prof. M.K. Satapathy, Dean & Coordinator
3. Prof. J.K. Mohapatra, Retd. Prof. in Science – External Member
4. Prof. S. Pani, Utkal University – External Member could not attend the meeting
5. Prof. B.K. Parida – member
6. Prof. B.N. Panda - Member
7. Prof. S.K. Dash – Member
8. ~~Dr.~~ Mrs. R. Dash – Member
9. Dr. M.C. Samal – Member

At the outset, Prof. K.B. Rath, Principal, RIE, Bhubaneswar welcomed the members to the IQAC meeting.

The Progress regarding the submission of application to NAAC was discussed. Staff members who have not submitted their write-ups on the suggested dimension(s) are requested to submit it at an early for NAAC visit. The following decisions were also made.

1. To prepare sample questionnaire separately for feed-back from students, parents and employers.
2. Two members committee shall be made to prepare questionnaire for each category.
3. Sample questionnaire for the purpose shall be collected from the University by the Coordinator.
4. Prof. J.K. Mohapatra brought to the attention that some quality books may be brought out by different departments of the Institute to high light our academic strength and achievement. He requested to Principal to initiate action in this regard.

At the end of the meeting Vote of Thanks was given to the Chairman and the members attending the meeting by the Coordinator, Prof. M.K. Satapathy..