

REGIONAL INSTITUTE OF EDUCATION
BHUBANESWAR

Dated 12.06.2017

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

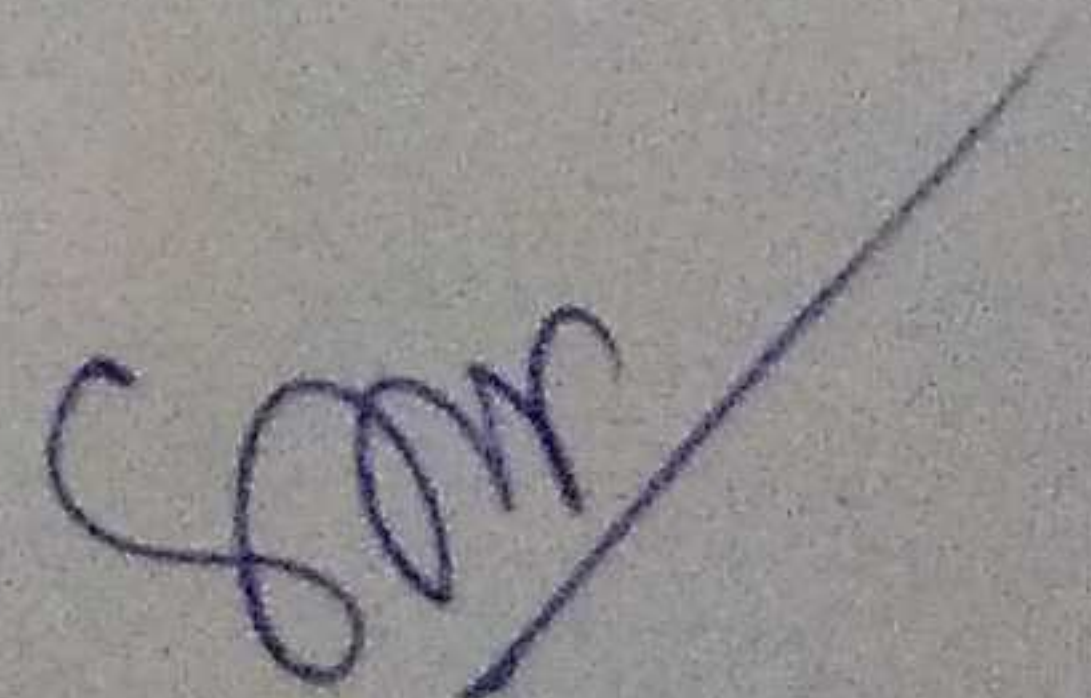
The 3rd meeting of Internal Quality Assurance Cell (IQAC) was held on 9.6.2017 at 4:00 P.M. in the Staff Common Room of the Institute under the chairmanship of Prof. K.B. Rath, Principal, Regional Institute of Education, Bhubaneswar. The following members were attended the meeting.

1. Prof. K.B. Rath, Principal & Chairperson
2. Prof. J.K. Mohapatra, Former Prof. of Physics, Member
3. Prof. S. Pani, Director, DDCE, Utkal University, Member
4. Prof. S.P. Mishra, Head, DE, Member
5. Prof. B.N. Panda, Professor, DE, Member
6. Prof. S.K. Dash, Head, DEE, Member
7. Dr. (Mrs) R. Dash, DESSH , Member - could not attend the meeting
8. Dr. M.C. Samal, Counselor, D.M. School, Member
9. Mrs. K. Juneja, Administrative Officer, Member
10. Mr. P.K. Rai, I/C Accounts Officer, Member
11. Prof. M.K. Satapathy, Dean & Coordinator

At the outset, Prof. K.B. Rath, Principal welcomed the members of the IQAC Meeting. After welcome address, Prof. Rath requested to Prof. M.K. Satapathy, Coordinator, IQAC for discussion on Agenda Items. The following discussion were carried out

1. NAAC Report

Prof. M.K. Satapathy, NAAC Coordinator explained that the draft of SAR is ready and it will be put in the RIE website besides a hard copy in the library for comments and corrections of errors if any. The application (LOI) shall be submitted to NAAC as soon as the website opens for submission of applications. It was suggested by External members that looking into score pattern, stress should be given to activities and emphasis need to be given on the quality of



publications. Research projects may be taken up by faculty funded by different agencies of Govt. of India. Scope of starting an E-journal was also discussed.

Gender Audit, Energy Audit and Environmental Audit needs to be carried out regularly followed by report preparation. For Administration, issues like Utilization Certificate (UC) facilitation for advance, return of unspent advance are to be taken seriously.

2. Academic Audit

- a) Syllabus needs to be evaluated by outside experts to improve its quality and keep it at par with other universities.
- b) The Academic Activities including Research/Extension activity are to be planned at the beginning of the session and its progress is to be assessed at the year end.
- c) Students feed back on teaching and teachers are to be taken at the end of each semester regularly.
- d) Publications and other academic output need to be updated through e-mode using a special format.

3. Environmental Audit

- a) Biotic resources in the campus are to be mapped.
- b) Proper actions need to be taken for waste disposal and garbage recycle
- c) Action for water harvesting and vermin composting needs to be initiated.
- d) One day in a week may be left to keep the campus free from vehicles.

4. New Syllabus (CBCS)

New Syllabus is almost ready. It needs to be evaluated by outside experts before placing before university.

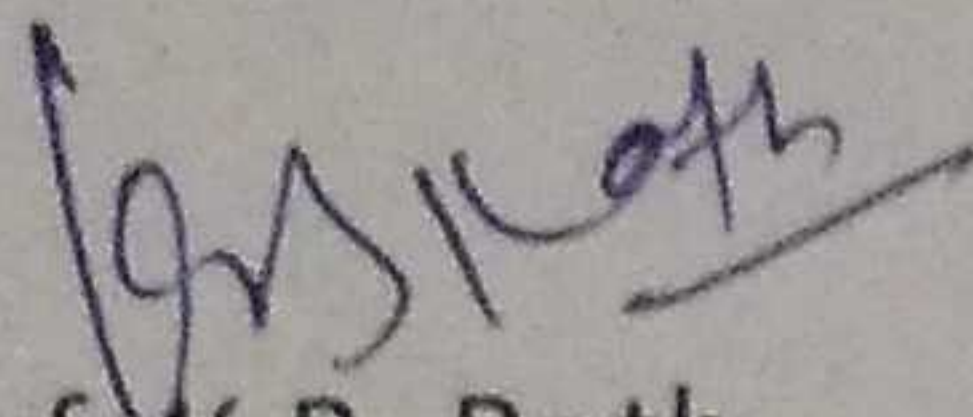
5. E-Governance

- a) Paper and manual work needs to be minimized.
- b) Automation of the Library with computerized Open Access System needs to be maintained.
- c) Attendance for staff and students should be online mode.
- d) No circulation of letter, only through SMS and E-mail.

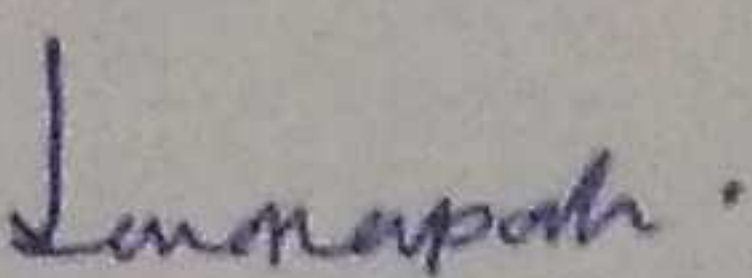
6. Student Involvement

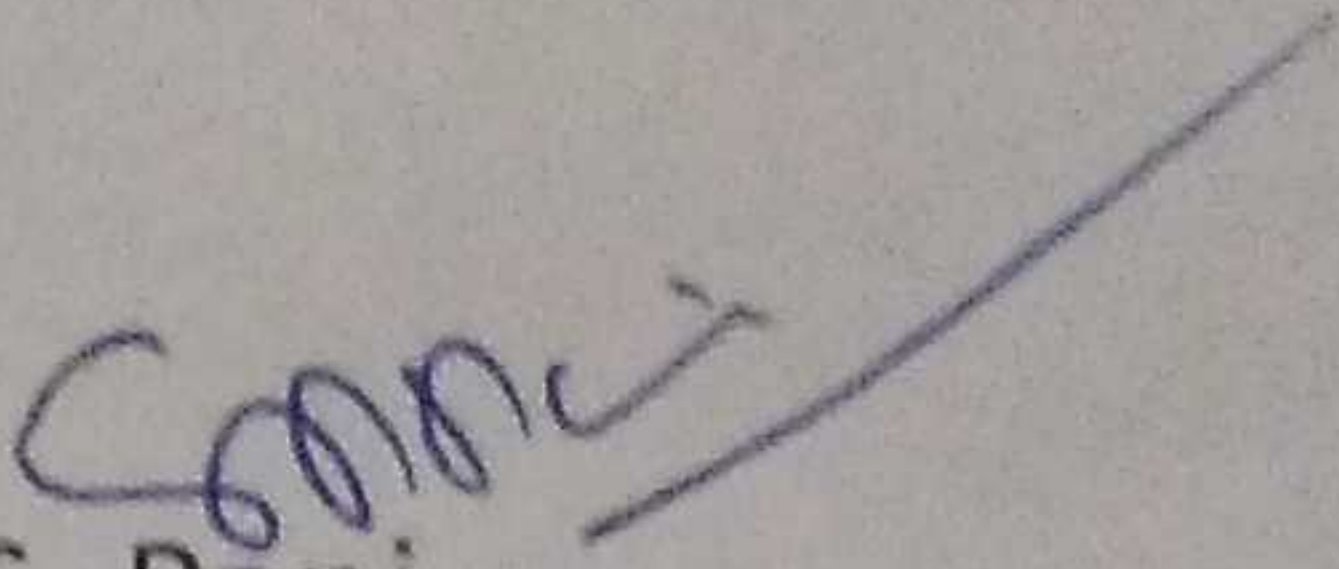
It was suggested that few students with good academic background may be invited to IQAC meeting.

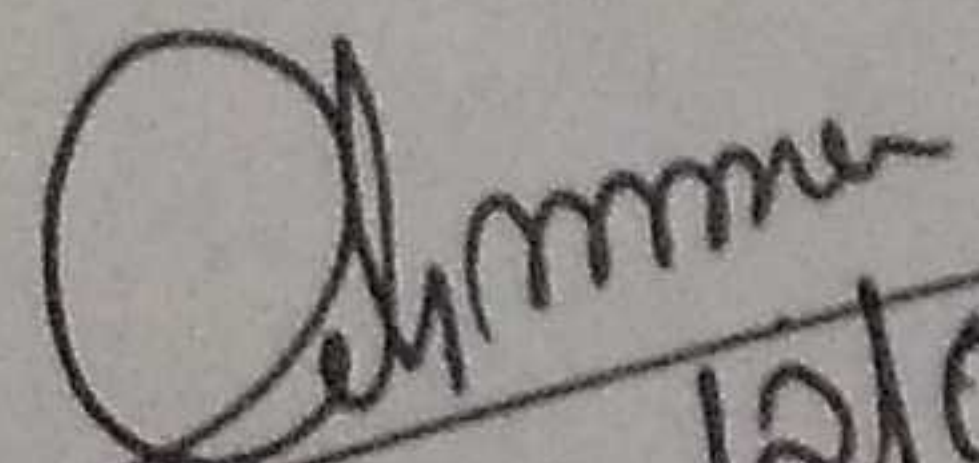
The meeting was ended with a vote of thanks to the chair and the members present by Prof. M.K. Satapathy, Dean & Coordinator, IQAC.

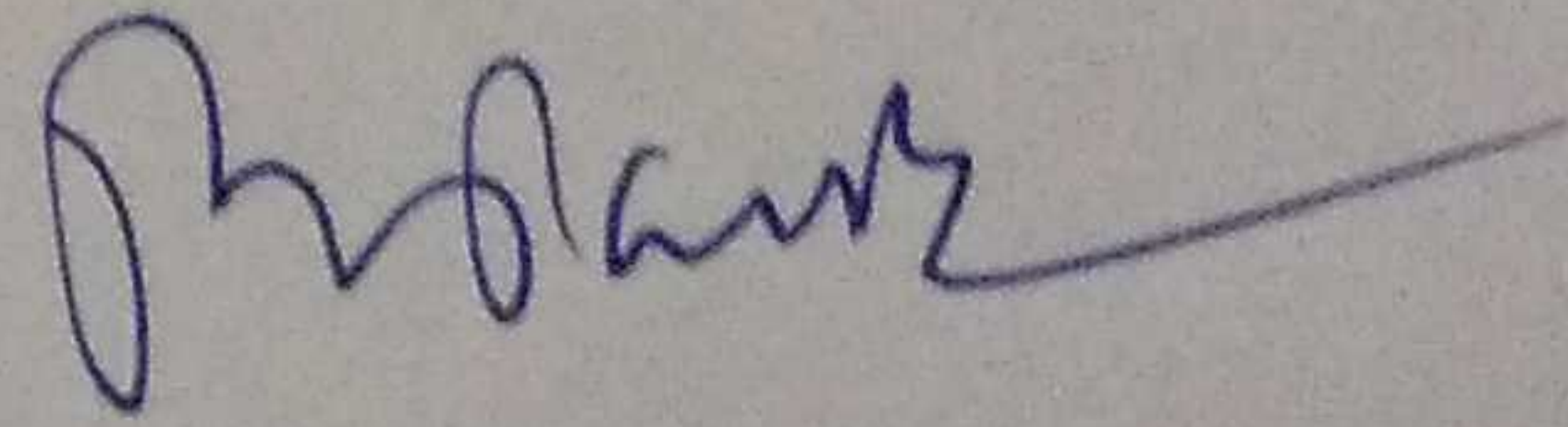

Prof. K.B. Rath

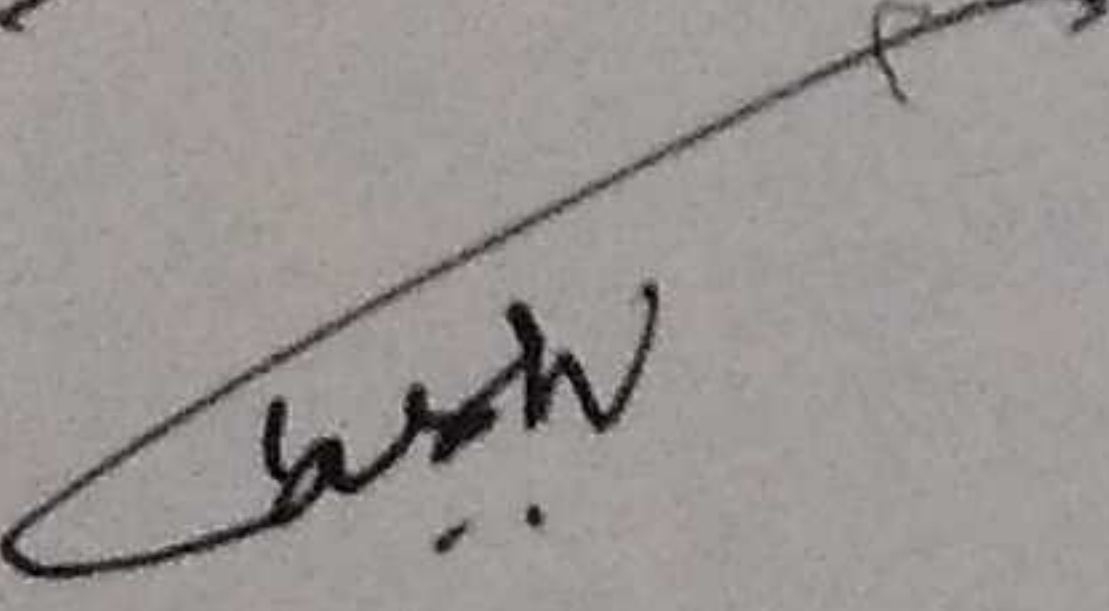

Prof. M.K. Satapathy

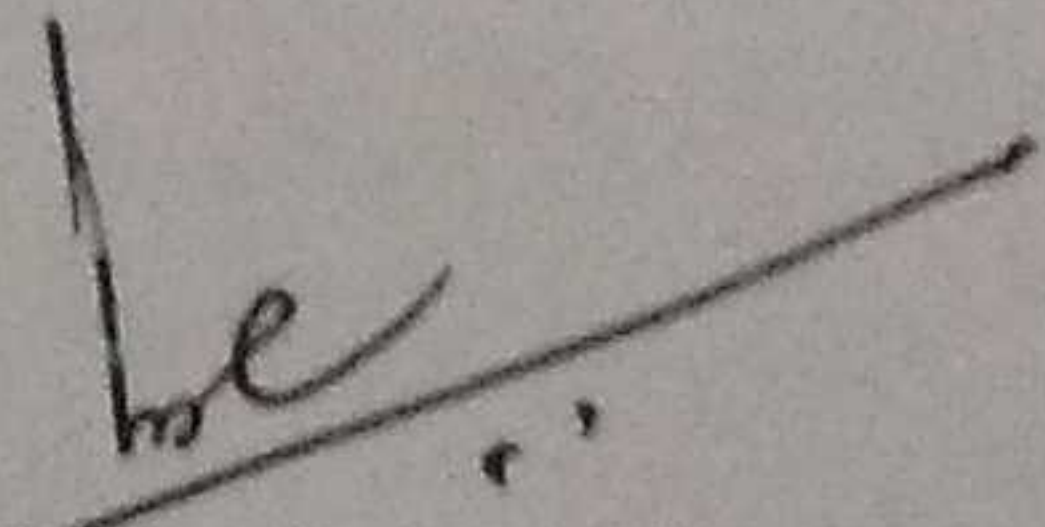

Prof. J.K. Mohapatra

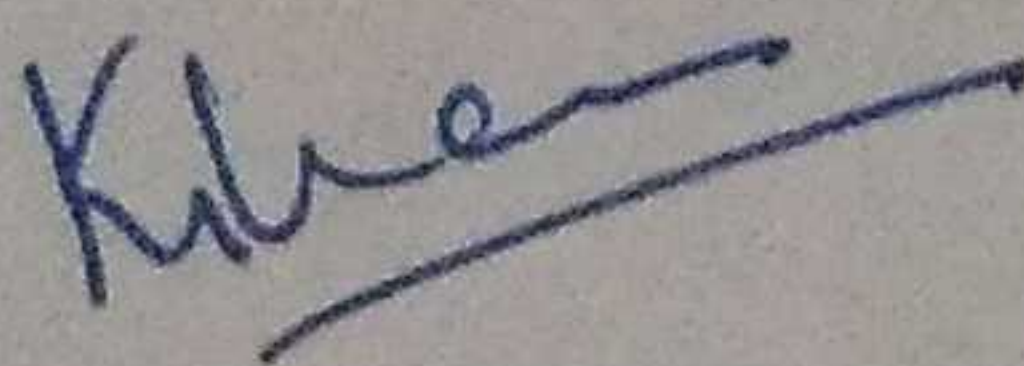

Prof. S. Pani

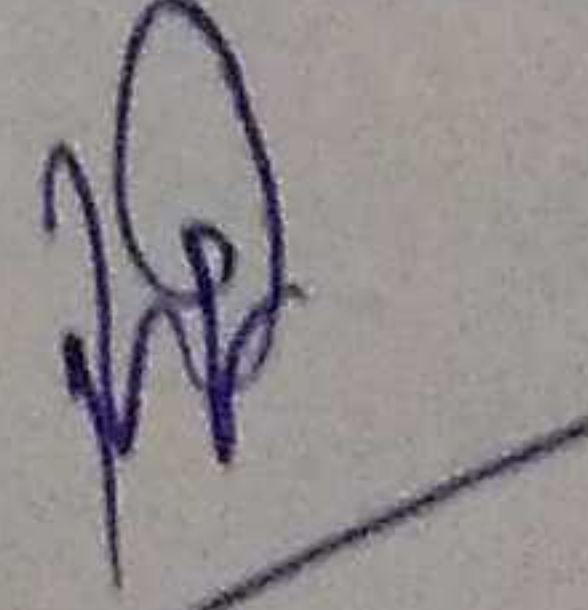

Prof. S.P. Mishra 12/06/17


Prof. B.N. Panda


Prof. S.K. Dash


Dr. M.C. Samal


Mrs. K. Juneja


Mr. P.K. Rai