

# **DRIEMS**

**TANGI, CUTTACK**

## **MINUTES**

**OF**

### **MEETING OF THE IQAC**



**MEETING NO.** : 2020-21/01

**DATE** : 28.08.2020 [Friday]

**TIME** : 02.30 PM

**VENUE** : ONLINE PLATFORM



**DRIEMS**  
**2020-21/01 MEETING**  
**OF**  
**THE INTERNAL QUALITY ASSURANCE CELL**  
**(IQAC)**

**DATE** : 28.08.2020 [Friday]  
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**MINUTES**

**Members Present**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>
1	Prof. (Dr. ) Rajendra Kumar Das	- Principal & Chairman, IQAC
2	Sj. Balaram Kar	- Director (Admn.)
3	Prof. (Dr. ) K.K. Mishra	- Advisor
4	Mr. Girish Chandra Das	- Dy. Registrar
5	Dr. Parsuram Biswal	- Controller of Examination
6	Dr. J. Mehena	- Dean (Academic)
7	Dr. Pratap Chandra Pradhan	- Professor, EE
8	Dr. Sachikanta Dash	- Dean (R&D)
9	Prof. Rajeev Agarwal	- HoD, CSE
10	Prof. Debadatta Jena	- HoD, CE
11	Dr. Niranjan Panda	- Dean (SW)
12	Prof. D.R. Biswal	- HoD, ME
13	Prof. Krishnaprada Dash	HoD, HSS
14	Dr. Saine Sikta Dash	Member (R&D)
15	Dr. Roma sahu	Member (R&D)
16	Er. Durga Prasad Rath	- Pro-Chairman
17	Er. Pravakar Swain	- Retd. Chief Engineer

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>
18	Er. B. C. Mohanty	- MD, Oriclean Pvt. Ltd.
19	Mr. Chetan Sukla	- 2 <sup>nd</sup> year Student, ME
20	Ms. Abhilipsa Parida	- 2 <sup>nd</sup> year Student, CSE
21	Prof. Surajit Mohanty	- Alumni Member
22	Mr. R.P. Mohanty	- CEO, Tangi Plant
23	Prof. (Dr.) Sadananda Sahoo	- Former Professor, IIT, Kharagpur
24	Dr. Alok Ranjan Biswal	- Coordinator, IQAC

**Special Invitee:**

1. Sj. Pramod Chandra Rath - Hon'ble Founder Chairman

DRM/IQAC/2020-21/01(1)

**Welcome Address by the Chairman, IQAC**

Prof. (Dr.) Rajendra Kumar Das, Principal and Chairman, IQAC chaired the meeting and welcomed all the members to the 2019-20/01 IQAC meeting. As the Pandemic situation is going on and as it is quite difficult in arranging the meeting physically the meeting has been conducted in online format. He briefed the status of the Institute and gave permission further discussion.

DRM/IQAC/2020-21/01(2)

**Plan of Action for Ongoing/Proposed Academic Activities**

Dr. Alok Ranjan Biswal, IQAC Coordinator has opined about the present scenario what the whole world suffered within the couple of months. Due to the outbreak of the pandemic COVID 19 an unpredictable situation happened which affects the whole academic activities. As per AICTE and UGC guidelines in regular intervals, all academic activities have been delayed. Keeping the status of the present situation the prime objective is to communicate with all students and channelize the entire procedure in a single platform. He suggested carrying out all academic activities in online platform. All members appreciated the proposal and suggested to prepare a blueprint of the entire process.

DRM/IQAC/2020-21/01(3)

**Channelization of R & D Activities in Online Format**

Discussed in details on the funds received and proposal applied to the funding agencies viz. AICTE, UGC, DST, BPUT and others. The members have given a proposal to the Heads of Departments and all faculty members to actively participate in research oriented programme as to generate more research funds. Dean (R&D) appealed all members to attend the webinars/ Workshops/FDPs/STTPs etc. on online mode.

DRM/IQAC/2020-21/01(4)

**Conduction of Faculty Seminars**

Prof. (Dr.) Rajendra Kumar Das, Principal and Chairman, IQAC has proposed to conduct Faculty Seminars on daily basis so as to get in touch with the latest technology in respective fields. The proposal is well appreciated by all and suggested to carry out on regular basis.

DRM/IQAC/2020-21/01(5)

### **Preparation for Online Classes**

Dean (Academic) and HoDs of respective Departments have opined regarding the conduction of online classes of ongoing students. All members have appreciated the proposal as the physical interaction among the students and staff members in the class room is strictly prohibited. Dean (Academic) has been bestowed upon the responsibility to channelize the entire process effectively.

DRM/IQAC/2020-21/01(6)

### **Online Attendance Preparation**

HoD (ME), HoD (HSS) and HoD (EE) have proposed to take online attendance of the students by each faculty members. The proposal is appreciated by all and suggested by all members to channelize it effectively.

DRM/IQAC/2020-21/01(7)

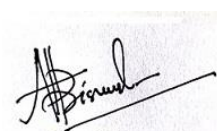
### **Conduction of Board Of Studies (BoS) Meetings Online**

Dr. Alok Ranjan Biswal, IQAC Coordinator and few members have proposed to conduct Board of Studies (BoS) meeting in online format in respective Department. The proposal is appreciated by all members present in the online meeting and suggested to conduct it through online mode.

### **Any Other Item with The Permission Of The Chair**

### **Vote of Thanks**

The meeting was concluded with the permission of the chair with a vote of thanks by Dr. Sachikanta dash , dean (R&D)



Co-ordinator  
IQAC Cell  
DRIEMS Autonomous  
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**IQAC Coordinator**



**IQAC Chairman**

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## **ACTION TAKEN REPORT**



**MEETING NO. : 2020-21/01**

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DRM/IQAC/2020-21/01ATR(2)

### **Plan of Action for Ongoing/Proposed Academic Activities**

The academic calendar had been prepared and all were suggested to carry out the process in that process only. All communications and meetings have been switched to online platform (Zoom & Google Meet). Faculty and staff members were instructed to get acquainted with the online platforms.

DRM/IQAC/2020-21/01ATR(3)

### **Channelization of R & D Activities in Online Format**

Faculty and staff members had attended webinars/ Workshops/FDPs/STTPs on online platforms.

DRM/IQAC/2020-21/01ATR(4)

### **Conduction of faculty seminars**

A meeting presided by Prof. (Dr.) Rajendra Kumar Das, Principal and Chairman, IQAC with all HoDs and senior Faculty members in online format. A committee has been formed with Dr. P. C. Pradhan as coordinator prepared the entire blueprint for conducting such event.

DRM/IQAC/2020-21/01ATR(5)

### **Preparation for online classes**

All classes had been taken online by the faculty members. Students were continuously motivated to attend the classes on online mode.

DRM/IQAC/2020-21/01ATR(6)

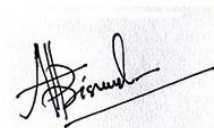
### **Online Attendance Preparation**

An online Excel format has been prepared by Dean (Academic) and other few members and circulated among the faculty members to carry it out effectively.

DRM/IQAC/2020-21/01ATR(7)

### **Conduction of Board of Studies (BoS) Meetings Online**

The Board of Studies meeting had been conducted in online format by all departments.



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**IQAC Coordinator**



**IQAC Chairman**