



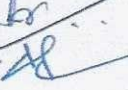






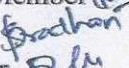




IQAC CELL
RAAJDHANI ENGINEERING COLLEGE
BHUBANESWAR, ODISHA

Minutes of Meeting

Date: - 16.08.2021

The meeting was held on 14.08.2021 at 3:30 pm in the conference hall of the Institute. Following members were present in the meeting:

1. Prof. (Dr.) Bimal Sarangi, Chairman 
2. Prof. (Dr.) Ranjan Kishore Mallick, Coordinator 
3. Prof. G. S. Mishra, Director (T & P), REC & Member 
4. Prof. R. Choudhury, Director (Admn), REC & Member 
5. Prof. (Dr.) S. C. Panigrahi, Dean (R & D) & Member
6. Prof. (Dr.) Srikant Kumar Dash, HOD (EEE), Member
7. Prof. U. K. Jena, HOD (CSE) & Member 
8. Prof. P. K. Pani, HOD (ECE) & Member 
9. Prof. T. P. Satapathy, HOD (BSc & H) & Member 
10. Prof. (Dr) S. K. Behera, HOD (CE) & Member
11. Prof. D. Das, Asst. Prof (Mech) & Member 
12. Prof. S. S. Beura, Member
13. Mr. N. Mohapatra, Administrative Staff & Member 
14. Mr. Sourav Pradhan, Student & Member 
15. Mr. Rakesh Kumar Das, Student & Member 
16. Shri Sabya Sachi Mishra, MD, Nayagarh Sugar Complex & Member 

Following decision were taken in the meeting held on 14.08.2021

1. IQAC Coordinator presented the action taken report of the meeting held on 29.06.21.
2. Principal informed all department head and members regarding the constitution of internal committee for initiation of academic audit from 21.08.21.
3. Principal informed all department head to initiate the feed back from different stake holders from 23.08.21 and to submit the report within one month from the date of initiation of feed back.
4. Principal advised to constitute a monitoring committee and initiate the evaluation process for attainment of PO/CO/PSO from 24.08.21 and advised the committee to complete the process within one month from the date of initiation.
5. Principal discussed the best five practices undertaken by the college in the year 2021. Principal asked all department heads to submit the detail documents pertaining to best practices undertaken by the department in the year 2021.




Principal
Rajdhani Engineering College
Bhubaneswar

Action taken report of the meeting held on 14.08.2021

Sl. No.	Action Plan	Action Taken
1.	Internal academic audit	The committee submitted the internal audit report to IQAC Co-ordinator with a copy to Principal office on 29.08.21.
2	Feed back from all stake holders	All HODs initiated the process of feed back of stakes holders as per date discussed in the meeting.
3	Attainment of PO/CO/PSO	A monitoring committee under co-ordinateship of Prof. U. K. Jena has been formed and the evaluation process started from 24.08.21 with an intimation to IQAC coordinator.


IQAC COORDINATOR
Co-ordinator - IQAC
Raajdhani Engineering College
Bhubaneswar





IQAC CELL
RAAJDHANI ENGINEERING COLLEGE
BHUBANESWAR, ODISHA

Minutes of Meeting

Date: 25.11.2021

The meeting was held on 24.11.2021 at 3:30 pm in the conference hall of the Institute. Following members were present in the meeting:

1. Prof. (Dr.) Bimal Sarangi, Chairman
2. Prof. (Dr.) Ranjan Kishore Mallick, Coordinator
3. Prof. G. S. Mishra, Director (T & P), REC & Member
4. Prof. R. Choudhury, Director (Admn), REC & Member
5. Prof. (Dr.) S. C. Panigrahi, Dean (R & D) & Member
6. Prof. (Dr.) Srikant Kumar Dash, HOD (EEE), Member
7. Prof. U. K. Jena, HOD (CSE) & Member
8. Prof. P. K. Pani, HOD (ECE) & Member
9. Prof. T. P. Satapathy, HOD (BSc & H) & Member
10. Prof. (Dr) S. K. Behera, HOD (CE) & Member
11. Prof. D. Das, Asst. Prof (Mech) & Member
12. Prof. S. S. Beura, Member
13. Mr. N. Mohapatra, Administrative Staff & Member
14. Mr. Sourav Pradhan, Student & Member
15. Mr. Rakesh Kumar Das, Student & Member
16. Shri Sabya Sachi Mishra, MD, Nayagarh Sugar Complex & Member

Following decision were taken in the meeting held on 24.11.2021

1. IQAC Coordinator presented the action taken report of the meeting held on 24.10.21
2. Principal informed all department head to submit the list for the faculty requirement for their department. Principal also informed all members that the vacant positions of faculty will be filled up soon.
3. Principal discussed with all Head of Department to inform their faculty members to prepare and submit the lesson plan and lesson note of odd semester classes. The last date of submission to the department was fixed on 06.11.21
4. Principal reviewed the student's academic performance and all HOD's were requested for a ppt presentation of their departmental result analysis subject wise for even semester exam 2021 on 06.12.21.
5. Principal reviewed the different club activities from all head of department and fixed another date i.e. on 08.11.21 for detailed discussion of club activities.
6. All department head presented the progress report of departmental on going research project and apprised the planning to complete the projet and proposed project to be taken up. Principal requested all head of department to submit the research project proposal by 04.11.21



Principal
RaaJDhani Engineering College
Rhubaneswar

Action taken report of the meeting held on 24.11.2021

Sl. No.	Action Plan	Action Taken
1.	Faculty requirements of the departments.	All head of various department submitted the list of faculty requirement of their department on 28.11.21 to Principal office with a copy to IQAC Co-ordinator.
2	Review of academic performance of even semester	PIC (Exam) has submitted the report of performance of students for odd sem examination 2021
3	Review of departmental committee	A review committee has been formed under the coordinateship of Prof. U. K. Jena have been formed on 30.11.21 and a copy has been sent to IQAC Co-ordinator.
4	Research activities progress	All research activities of different department has been reviewed by Principal in presence of HOD and faculty members in their respective department on 1 ST and 2 nd Nov.2021.All hod has submitted the report to IQAC Co-ordinator on 05.11.21.

ALM

**Co-ordinator - IQAC
Raajdhani Engineering College
Bhubaneswar**