



IGIT | IQAC/01

Urmila Bhanja <urmila@igitsarang.ac.in>

31.08.2020

First online meeting for the Internal Quality Assurance Cell (IQAC) of IGIT on 2nd of September 3.00 PM

Urmila Bhanja <urmila@igitsarang.ac.in>

Mon, Aug 31, 2020 at 1:00 PM

To: skchand2001@yahoo.com, sc_patnaik@igitsarang.ac.in, sc_patnaik@yahoo.com, Bidyadhar Sahoo <bdsahoo@yahoo.com>, Bibhu Prasad Panigrahi <bibhu89@yahoo.com>, Chittaranjan sahuo <crsahoo.iitkgp@gmail.com>
Cc: Principal IGIT Sarang <principal@igitsarang.ac.in>

Dear sir,

As advised by the Director, the first online IQAC meeting will be held on 2nd of September at 3.00 PM.

All the internal members are requested to attend the meeting. The link will be sent before 1 hour of the meeting (Google Meet).

Please kindly find the attached file with the list of IQAC members.

Thanks & Regards,
Dr. Urmila Bhanja
Member-convener

IQAC MEMBERS.jpg
250K

IQAC MEMBERS.jpg
250K

Indira Gandhi Institute of Technology
Sarang-759146

Internal Quality Assurance Cell

IGIT/IQAC/02

02.09.2020

Minutes of the meeting of the Internal Quality Assurance Cell held on 02.09.2020at 3.00PM in the chamber of the Director, IGIT

The following members were present:

1. Prof (Dr) Satyabrata Mohanta, Director (Chairman IQAC)
2. Prof (Dr) Sudeep Kumar Chand, Professor, Member Secretary, IGIT Sarang (Present online)
3. Prof (Dr)Suresh Pattnaik, Member, IQAC, Professor, IGIT, Sarang
4. Prof (Dr) Bidyadhar Sahoo, Member, IQAC, Professor, IGIT, Sarang
5. Prof (Dr) Bibhu Prasad Panigrahi, Member, IQAC, Professor, IGIT, Sarang
6. (Dr) Urmila Bhanja, Convenor, IQAC, Associate Professor, IGIT Sarang
7. (Dr) C.R Sahoo, Registrar, Member IQAC, Associate Professor, IGIT Sarang

- Director welcomed the members to the meeting and introduced the objectives of the IQAC cell and briefed the members on the purpose of the meeting.

- The following agenda points are discussed in the meeting.

1. It was decided to prepare the first annual quality assurance report (AQAR) for the year 2020-2021.The format for the AQAR to be downloaded from the UGC website and prepare the report as per the UGC guidelines.
2. **Curriculum related aspects:** Dean (Academics)has stated that the process of updating the curriculum and syllabus as per the AICTE rules/BPUT guidelines. Upgradation of the curriculum under autonomous structure by adding new electives and Professional development courses, industrial internship, massive online open courses (MOOCS), open electives, honors and minor courses are discussed for the benefit of the students.
3. **Teaching, Learning & Evaluation:** To improve the teaching learning process, all the classrooms are equipped with smart board facility. In order to have connectivity in all the classrooms the committee decided to provide GPON WiFi connectivity; so as conduct the classes in online mode during pandemic.
4. As IGIT has autonomy in conducting the examination and evaluation, certain reforms have been carried out at the internal examination level. It was decided to create awareness among all the faculties to frame the questions as per the Bloom’s Taxonomy at the department level first. Also, a rule was made that students are given opportunity to check and avail revaluation of their answer scripts irrespective of the grades they have obtained to provide greater transparency in examination and evaluation system.
5. To update the faculty in knowledge of current trends in their respective fields as well in management, faculties are deputed to attend workshops and training programs under TEQIP-III to reputed Institutes of national importance.
6. It was decided to create Awareness programs on filing patents at IGIT through TEQIP-III.
7. It was decided to create Awareness programs on startups for encouraging the students for startups.
8. Proposal has been initiated to start regular Ph.D program admissions under IGIT autonomy

from the academic year 2021-2022 after getting Academic council approval.

9. Procurement of books/ journals for different disciplines as per the IGIT new curriculum is to be done.
10. It was decided to participate in the NIRF for the year 2019-2020.
11. To further improve career counseling for the students, it was suggested to name the Training and Placement cell as Carrier development cell, which will carry out students training, career counseling and placement activities.
12. **Institute Social Responsibility:** It was identified that several activities are already in place such as participation in NSS/NCC activities by students, participation in state cultural and sports activities by the students. The faculties and students are involved in the NSS, organizing blood donation camps etc.
13. As per the AICTE norms IGIT has adopted few villages around the periphery of the campus where they faculties/students can go and teach the school children and help in developing few skills. It was decided to check the progress of the development process.
14. Every year activities such as cultural, techno cultural events, fun fare are organized at the department and institution level, which are a part and parcel of a student life and is very much at place in IGIT.
15. Every year different national level cultural programs are organized on various occasions to exchange the cultures of different states under Ek Bharat Shrestha Bharat mission including Swachh Bharat Abhiyan mission (AICTE initiative).

The meeting ended with thanks from the chair.

S.M.H.
02/09/2020

Prof (Dr) Satyabrata Mohanta Director (Chairman IQAC)

S.P.
02/09/2020

Prof (Dr) Suresh Pattnaik (Member IQAC)

B.S.
02/09/2020

Prof (Dr) Bidyadhar Sahoo (Member IQAC)

B.P.P.
02.09.2020

Prof (Dr) Bibhu Prasad Panigrahi (Member IQAC)

U.B.
2.9.2020

Dr. Urmila Bhanja (Convenor Member IQAC)

C.R.S.
02.09.2020

Dr. C .R Sahoo (Registrar Member IQAC)

NOTICE

NOT FIC/301
JHT/ST/IQAC/03

Dated 21.10.2020

As advised by the Director the internal committee members of the Internal Quality Assessment Cell (IQAC) will visit the following departments as per the schedule mentioned below for evaluating the SAR related documents for the NBA accreditation before the NBA visit. The documents for evaluation by the IQAC and the NBA are mentioned in the following link.

<https://www.nbaind.org/files/evaluation-guidelines-tier-ii-v0.pdf>

This may kindly be treated as urgent.

Schedule date of visit by the Internal Members of IQAC

Civil Engg: 11.11.2020

Chemical Engg:11.11.2020

Electrical Engg:12.11.2020

Mechanical Engg:12.11.2020

Mettalurgical & Material Engg:13.11.2020

Urmila Bhanja
21.10/2020

Dr. Urmila Bhanja

Advisor, NBA

Copy to:

1. PA to the Director for kind information of the Director
2. All the HoDs for kind information and necessary action

Proceedings of the Meeting of the Internal Quality Assessment Cell (IQAC) held from 11-11-2020 to 13.11.2020.

IGIT/IQAC/04

13.11.2020

Members Present

1. Prof (Dr) Suresh Pattnaik, Member, IQAC, Professor, IGIT, Sarang
2. Prof (Dr) Bidyadhar Sahoo, Member, IQAC, Professor, IGIT, Sarang
3. Prof (Dr) Bibhu Prasad Panigrahi, Member, IQAC, Professor, IGIT, Sarang
4. Dr. Urmila Bhanja, Convenor Member, IQAC, Associate Professor, IGIT Sarang

1. The members of the IQAC visited all the departments physically as per the schedule notice dated 21.10.2020.
2. The members suggested the heads of the departments to keep all the necessary documents ready related to the NBA.
3. Members suggested to keep the Labs and rooms clean. Members also suggested to keep all the laboratory equipment clean.
4. Members suggested to replace the old lab manuals and displays with new lab manuals and displays.

[Handwritten signature]
13/11/2020

Prof (Dr) Suresh Pattnaik

[Handwritten signature]
13/11/2020

Prof (Dr) Bidyadhar Sahoo

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13/11/2020

Prof (Dr) Bibhu Prasad Panigrahi

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13.11.2020

Dr. Urmila Bhanja

NOTICE

IGIT/IQAC/05

Dated 10.04.2021

As advised by the Director, the internal IQAC meeting will be held on 21st of April 2021 at 11.00 AM in the Director's chamber. All the internal members are requested to attend the meeting.

Urmila Bhanja
10.04.2021

Dr. Urmila Bhanja
Convenor IQAC

Copy:

1. PA to the Director for kind information of the Director
2. All the members of the IQAC

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Indira Gandhi Institute of Technology
Sarang-759146
Internal Quality Assurance Cell

IGIT/IQAC/06

21.04.2021

Proceedings of the meeting of the Internal Quality Assurance Cell held on 21.04.2021 at 11.00 AM in the chamber of the principal, IGIT

The following members were present:

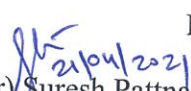
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2. Prof (Dr) Suresh Pattnaik, Member, IQAC, Professor, IGIT, Sarang
3. Prof (Dr) Bidyadhar Sahoo, Member, IQAC, Professor, IGIT, Sarang
4. Prof (Dr) Bibhu Prasad Panigrahi, Member, IQAC, Professor, IGIT, Sarang
5. (Dr) Urmila Bhanja, Convenor, IQAC, Associate Professor, IGIT Sarang
6. Mr. R.N Majhi, Registrar, Member IQAC, IGIT Sarang


Discussions are carried out on various aspects of quality enhancement and suggestions by the committee members are mentioned below.


1. It was decided that the self-finance departments to apply for the NBA
2. It was planned to participate in the national institute rank framing (NIRF) for the year 2020-2021 and to analyse the previous year's NIRF rank.
3. The progress of installation of gigabit passive optical network (GPON) was discussed.
4. It was suggested to start immediately the PhD program under IGIT autonomy system.
5. Student's placement progress was discussed.
6. Annual personal assessment report (APAR) is introduced as an employee's quality performance index.

The meeting ended with thanks from the chair.


Prof (Dr) Satyabrata Mohanta Director (Chairman IQAC)


Prof (Dr) Suresh Pattnaik (Member IQAC)
(Member IQAC)


Prof (Dr) Bidyadhar Sahoo
(Member IQAC)


Prof (Dr) Bibhu Prasad Panigrahi (Member IQAC)


Prof (Dr) Urmila Bhanja (Convenor Member IQAC)


Mr. R.N Majhi (Registrar Member IQAC)