

# **AJAY BINAY INSTITUTE OF TECHNOLOGY, CUTTACK**

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**


Ref. : IQAC/2016/NAAC/01

Date: 12.05.2016

There will be a meeting to discuss various activities of IQAC at 11.00 am on 18.05.2016 in Room No. 305. All members are requested to attend positively.

### **AGENDA**

1. Confirmation of minutes of last meeting,
2. Preparedness of departments for NAAC Assessment and Accreditation,
3. Course coverage for even semesters,
4. Discussion on commitment form from staff members
5. Implementation of Quality Circle status in the departments,
6. Any other matter raised by the members, etc.

  
( Chinmay Das)

Coordinator, IQAC-ABIT

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

A meeting of the following members was held on 18.05.2016 at 11.00 am in room no. 305 under the leadership of Dr. Santosh Kumar Misra, Principal of the college to discuss the activities of Internal Quality Assurance Cell.

### Members Present

Dr. Santosh Kumar Misra, Principal, ABIT  
Mr. Chinmay Das, Coordinator, IQAC- ABIT  
Mr. R.K.Sahoo, H.O.D., Computer Science and Engineering  
Mr.R.K.James, H.O.D., Electrical Engineering  
Mr. A.K.Mohapatra, H.O.D., Electrical and Electronics Engineering  
Mr.D.K.Jesthi, H.O.D., Mechanical Engineering  
Mr. K.C.Das, H.O.D., Civil Engineering  
Mr. J.Mishra, H.O.D., Business Administration  
Mr.R.C.Samal, H.O.D., Mathematics  
Mrs. A.Naik, H.O.D., English  
Mr. A.Sahoo, H.O.D., Computer Applications  
Dr.A.Satpathy, H.O.D., Physics

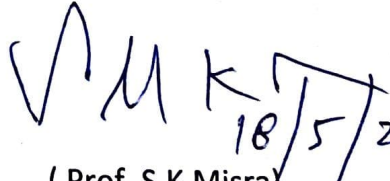
### RESOLUTIONS MADE

- Some of the resolutions made in the last meeting like quality circle and 5S good housekeeping were not implemented properly in the departments due to various reasons.
- IQAC Coordinator suggested implementing quality circle concepts as pilot project in mechanical engineering department.
- The course coverage of various subjects of even semesters was good with more than 95 % coverage in many cases.
- All H.O.D.s confirmed that their staff members have submitted the commitment form to the management.
- In addition, the central team had collected feedback from students regarding academic activities.
- The Principal impressed upon all H.O.D.s to gear up for coming NAAC Assessment and Accreditation programme.
- The Professor in Charge of R & D Cell was intimated to compile yearlong achievements of faculty members in the field of research and development.
- It was decided to reduce the member strength of cell to ten with participation of students and outside experts.
- With the Coordinator's Vote of Thanks, the meeting was adjourned.

Signature of Members Present

- ✓ Dr. Santosh Kumar Misra, Principal, ABIT V M K 18/5/16
2. Mr. Chinmay Das, Coordinator, IQAC- ABIT Chinmay 18.5.16
3. Mr. R.K.Sahoo, H.O.D., Computer Science and Engineering R.K.Sahoo 18.5.2016
4. Mr.R.K.James, H.O.D., Electrical Engineering R.K.James 18/5/16
5. Mr. A.K.Mohapatra, H.O.D., Electrical and Electronics Engineering A.K.Mohapatra 18/5/16
6. Mr.D.K.Jesthi, H.O.D., Mechanical Engineering D.K.Jesthi 18/5/16
7. Mr. K.C.Das, H.O.D., Civil Engineering K.C.Das 18/5/16
8. Mr. J.Mishra, H.O.D., Business Administration J.Mishra 18/5/16
9. Mr.R.C.Samal, H.O.D., Mathematics R.C.Samal 18/5/16
10. Mrs. A.Naik, H.O.D., English A.Naik 18.05.16
11. Mr. A.Sahoo, H.O.D., Computer Applications A.Sahoo 18/5/16
12. Dr.A.Satpathy, H.O.D., Physics A.Satpathy 18/5/16

  
( Chinmay Das)

  
( Prof. S.K.Misra)

**AJAY BINAY INSTITUTE OF TECHNOLOGY, CUTTACK**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

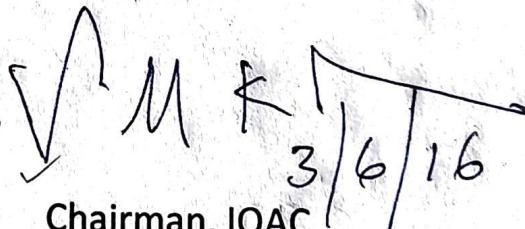
Ref. : IQAC/2016/4

Date: 03.06.2016

There will be a meeting to select members of IQAC at 1.00 pm on 07.06.2016 in the Principal's office. All H.O.D.s are requested to attend positively.

**AGENDA**

1. Selection of Members
2. Any other points with the permission of Chair.

  
Chairman, IQAC



# AJAY BINAY INSTITUTE OF TECHNOLOGY, CUTTACK

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting was held on 07.06.2016 at 1.00 pm in Principal's Room to select members for session 2016-2017. Following members were present.

✓ Prof. S.K.Misra, Principal  
Shri. Chinmay Das, Coordinator, IQAC  
Dr. G.Devi, Vice Principal  
Dr. L.Samantaray, H.O.D., ENTIC Engineering  
Shri. D.K.Jesthi, H.O.D., Mechanical Engineering  
Shri. K.C.Das, H.O.D., Civil Engineering  
Dr. B.N.Guru, H.O.D., Chemistry  
Dr.A.Naik, H.O.D., English  
Shri. J.S.Mishra, H.O.D., Business Administration  
Shri. A.Sahoo, H.O.D., Computer Applications  
Shri. R.K.James, H.O.D., Electrical Engineering  
Shri. A.K.Mohapatra, H.O.D., Electrical and Electronics engineering  
Shri. R.K.Sahoo, H.O.D., Computer Science and Engineering

### Resolutions Taken:

1. Following members were selected to represent IQAC for academic session 2016-2017.

- i) ✓ Prof. S.K.Misra, Principal, -Chairman
- ii) Shri Chinmay Das, Associate Professor, Coordinator
- iii) Shri R.K.James, H.O.D. Electrical Engineering-Member
- iv) Dr.B.Guru, H.O.D., Chemistry-Member
- v) Shri K.C.Das, H.O.D. Civil Engineering-Member
- vi) Shri Rajesh Kumar Sahoo, H.O.D. CS Engineering-Member
- vii) Shri B.K.Shukla, Librarian-Member
- viii) Dr. N.P.Gantayet, Industry Consultant-Member
- ix) Shri Joyprakash Samantaray, Student Representative
- x) Shri Aditya Rana, Student Representative

2. It was decided to coordinate the activities of coming NAAC Assessment and Accreditation Programme by IQAC.

(Chinmay Das)  
7-6-16

(Prof.S.K.Misra)  
7/6/16

**AJAY BINAY INSTITUTE OF TECHNOLOGY, CUTTACK**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Ref. : IQAC/2016/NAAC/02

Date: 18.07.2016

There will be a meeting to discuss various activities of IQAC at 11.00 am on 21.07.2016 in Room No. 305. All members are requested to attend positively.

**AGENDA**

1. Confirmation of minutes of last meeting,
2. Preparedness of departments for NAAC Assessment and Accreditation,
3. Implementation of Quality Circle in pilot scale in mechanical engineering department,
4. Awareness activities for 5S Good House Keeping by demonstration of posters,
5. Any other matter raised by the members with the permission of chair.



(Chinmay Das)







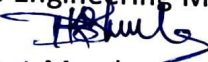


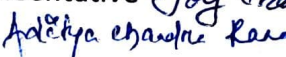
Coordinator, IQAC-ABIT

AJAY BINAY INSTITUTE OF TECHNOLOGY, CUTTACK

INTERNAL QUALITY ASSURANCE CELL (IQAC)

A meeting of the following members was held on 21.07.2016 at 11.00 am in room no. 305 under the leadership of Dr. Santosh Kumar Misra, Principal of the college to discuss the activities of Internal Quality Assurance Cell.


Members Present

- i) ✓ Prof. S.K.Misra, Principal, -Chairman 
- ii) Shri Chinmay Das, Associate Professor, Coordinator 
- iii) Shri R.K.James, H.O.D. Electrical Engineering-Member 
- iv) Dr.B.Guru, H.O.D., Chemistry-Member 
- v) Shri K.C.Das, H.O.D. Civil Engineering-Member 
- vi) Shri Rajesh Kumar Sahoo, H.O.D. CS Engineering-Member 
- vii) Shri B.K.Shukla, Librarian-Member 
- viii) Dr. N.P.Gantayet, Industry Consultant-Member 
- ix) Shri Joyprakash Samantaray, Student Representative 
- x) Shri Aditya Rana, Student Representative 

RESOLUTIONS MADE

1. Confirmation of minutes of last meeting held on 18.05.2017,
2. The department of mechanical engineering had initiated quality circle for final year students with 4 numbers of groups,
3. All departments and office to display posters showing 5S Good House Keeping , other concepts,
4. More extension and ISR activities to be done by different departments,
5. With the vote of thanks by the coordinator, the meeting was adjourned.

  
( Chinmay Das)

  
( Prof. S.K.Misra)