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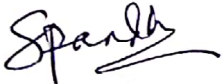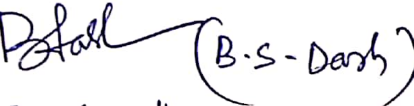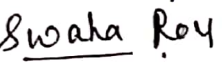Recognised by : UGC Under Section (2f), Affiliated to Sambalpur University
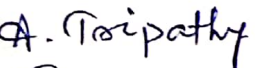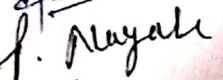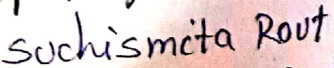
TÜV NORD

Proceedings of 2nd IQAC MEETING

A meeting of the members of the IQAC was held at IQAC coordinator chamber on 01.10.2018 at 3.00 pm in accordance with the Notice served by Principal to discuss and decide on the agenda detailed below.

Date :	1st Oct 2018	**Venue**	IQA Cell, DAMITS
AGENDA for 1st IQAC MEETINGS		A1. Library Automation A2. LCD Projectors A3. Procurement of Language Lab Software A4. Procurement of Office Automation. A5. Procurement of books under CBCS Pattern. A6. Upgradation to Fibre Optics A7. Student Cultural Fest - SPARSH. A8. Industry Tie ups. A9. Research Oriented Seminar & Workshop A10. NSS/YRC A11. Fire Safety A12. NAAC Accreditation Preparation A13. Gender sensitization	
Members Present :		1.Dr. Subhendra Panda ,Principal. 2.Prof. Bhabani Shankar Dash , Dean- Administration. 3.Sj. Chandra SekharSatapathy , Project – Coordinator. 4.Prof. Swaha Roy , HOD ,Dept of IT. 5.Prof.Archana kumariTripathy , Asst.Prof. 6.Mrs. A.C. Padhy , A/C Officer. 7.Prof.Pradeep Ku. Nayak , Asst.Prof. 8.Prof.Suchismita Rout, Asst.Prof. 9.Mr.Tankadhar Rout, Office Asst.	
		DETAILS OF MINUTES	
Resolutions for A1: (Library Automation)		R1: In order save time, cost and effort in managing library services and management, Library Automation is desired.	
Resolutions for A2 : (LCD Projectors)		R2: It was noted that the need of more LCD projectors is addressed. Three LCD projectors were procured.	
Resolutions for A3: (Procurement of Language Lab Software)		R3: To enhance spoken English abilities of students and to make them ready for placements, set up Language Lab was identified. Purchase of Orell Digital Language Lab was suggested.	
Resolutions for A4: (Procurement of Office Automation)		R4: To streamline, enhance efficiency & accuracy in day to day administrative, admission & financial functions. It is hereby decided to go ahead with automation of office (ERP).	
Resolutions for A5:		R5: Many new courses were identified in the newly floated	

(Procurement of books under CBCS Pattern)	CBCS pattern. Hence books related to these courses were suggested to be procured for students. Library and E-resources must be accommodated for the courses such as Macro Economics, Ethics and CSR, Environmental Science, India's Diversity & Business.
Resolutions for A6: (Upgradation to Fibre Optics)	R6: An up-gradation to 100 MBPS bandwidth for faster internet accessibility was identified. R7: Fiber Optics bandwidth is to be procured in additional to existing broadband service.
Resolutions for A7: (Student Cultural Fest – SPARSH)	R8: The members appreciated the inter college Student cultural festival – SPARSH that has been organized for last few years. Inter college Festivals serve as platform for students to showcase their talents in arts, sports and other activities.
Resolutions for A8: (Industry Tie ups.)	R9: To expose students to real time projects and enhance their practical knowledge, the need for industrial collaboration was emphasized.
Resolutions for A9: (Research Oriented Seminar & Workshop)	R10: To regain momentum and sensitize modern day research methods. It is decided to conduct workshops on how to pursue research.
Resolution for A10: NSS/YRC	R11: It was unanimously decided to take necessary steps to apply for NSS/YRC Units for our College
Resolution for A11: Fire Safety	R12: It has been decided to Install a Full Proof Fire Safety System over and above Fire Extinguishers available in the Labs.
Resolution for A12: NAAC Accreditation	R13: Re-Orientation, validation and verification of progress from all Team Members. It was decided to conduct a National Level Seminar on "Challenges & Benefits of Accreditation"
Resolution for A13: Gender sensitization	R14: Initiative for Activities pertaining to Gender Sensitization was discussed.

At last, a vote of thanks was proposed by the IQAC coordinator and the meeting was declared closed by the President.

Signature of the members

1. Spandh
2. Dfash (B.S-Dash)
3. C Sepaty
4. Swaha Roy
5. A. Tripathy
6.
7. J. Nayak
8. Suchismita Rout
9. Tanka dhar Rout