

**INTERNAL QUALITY ASSURANCE CELL**  
**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA**

*Minutes of the 17<sup>th</sup> meeting of IQAC held on 10<sup>th</sup> July 2018 at 11.00 A.M in the Vice-Chancellor's Secretariat.*

Members Present :-

- 1) Prof. Atal Chaudhuri, Vice-Chancellor - In chair
- 2) Prof.P.K. Das, Dean Academic Affairs
- 3) Prof.S.K. Swain, Dean PGSR
- 4) Prof.B.B. Pati, Director IQAC
- 5) Prof.P.K Hota, Dean, CDCE
- 6) Prof.A.N.Nayak, Professor , Civil Engg. Dean SRIC
- 7) Prof.A.K Rath, Professor, Computer Sc. & Engg
- 8) Prof.C.R. Tripathy, Vice-Chancellor BPUT Odisha, Member BOM
- 9) Dr.Prasant Kumar Pradhan, Ex-Director Gridco, Member Local Society


At the outset, Director, IQAC welcomed the members and requested Vice-Chancellor to chair the meeting. Thereafter, the IQAC proceeded to transact the business as per the agenda items. The following resolutions are taken.

- 1)The 16<sup>th</sup> IQAC meeting was held on 30<sup>th</sup> June 2018 at 4p.m. The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of this meeting were approved by the IQAC members.
- 2)The IQAC Director placed before the members the action taken report on the observations made in the 16<sup>th</sup> meeting of IQAC held on 30<sup>th</sup> June 2018 and requested the members to note and approve. The members discussed the same and resolved that action taken report on the observations made at the 16<sup>th</sup> IQAC meeting as placed before the members as Annexure is hereby noted and duly approved.
- 3)International projects and overseas funding through research projects have to be explored. (Action:- Dean SRIC)
- 4)Initiatives to be taken to establish student and faculty exchange programme at national and international level. (Action:- Dean SRIC)
- 5)The members discussed about increasing the extension activities useful to the society. Various activities like "Women empowerment", "Road Safety Awareness camp-Helmet Rally", "Blood Donation Camp", "Tree Plantation" etc. is to be planned and conducted successfully for considering social responsibility of individuals. Contribution in socially relevant activities has to be improved further by identifying issues/problems of local community. (Action:- Dean SW)
- 6)The members discussed about the placement activities by strengthening the corporate relations. Various training program such as "How to face the Interview and Aptitude test", lecture's series for Spoken English to our M.Sc., M.Tech and B. Tech Students are arranged. More than 70% of students are to be placed through campus drive in A.Y.2018-19. Various activities such as Personal interview practice session, Group discussion practice, Essay writing session , sessions opportunities abroad for higher

  
10-7-2018  
Director  
IQAC, VSSUT  
Odisha, Burla 751018

  
10/7/2018



  
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**IQAC  
VSSUT, BURLA**

studies, sessions for higher studies like GATE,CAT,GRE ,GMAT etc are proposed to be conducted for our students. Arranging Job fair is also suggested in a meeting. (Action:- Professor T&P)

7)Various activities such as arranging workshops on IPR, writing research Proposals are planned. It is also decided to focus on various funding agencies for Major Research Grants. Final year students will be promoted to apply for granting patents, writing the research work and publish in reputed journals. (Action:- Dean SRIC)

8)Further discussion is made on enhancement of the Industry-Institute Interactions by increasing memberships and MoUs. All this will be useful for students as well as for Institutional overall growth. It is decided to plan activities to be initiated for Industry Interaction. (Action:- Dean SRIC)

9)The Chairman pointed out that in addition to the academics feedbacks taken from students, parents and employers, alumni interaction is equally important. The IQAC suggested with the permission of chair to collect the alumni feedback and organize more alumni meet at different places.

10)Action plan of IQAC for the year 2018-19 was presented and passed.

11) Resolved to counsel the students at regular intervals to get them tuned to optimistically meet any kind of challenges in future and maintain the record for the same. (Action:- Dean SW)


12) Resolved to look after the attendance performance of the students and come out with remedial measures to avert attendance shortage by discussing and counseling the concerned students. (Action:- Dean SW)

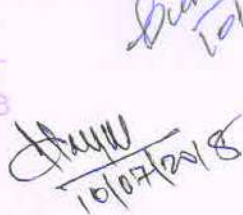
13) Resolved to devise a strategy for the prevention of ragging inside and outside the college premises. (Action:- Dean SW)

The meeting ended with formal vote of thanks by IQAC Director

  
Director, IQAC 10.07.2018

**Director**  
IQAC VSSUT  
Odisha-768018

  
10/7/2018

  
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10.07.2018  
Vice-Chancellor

**Vice-Chancellor**  
V.S.S. University of Technology, Odisha  
Burla-768018



**INTERNAL QUALITY ASSURANCE CELL(IQAC)**  
**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, (VSSUT), SIDDHI**  
**VIHAR, BURLA, ODISHA**

**ACTION TAKEN REPORT ON THE PROCEEDINGS OF 17<sup>th</sup> IQAC meeting held on 10<sup>th</sup>  
July 2018 at 11 A.M.**

- 1) Approved the minutes of 16th IQAC meeting held on 30<sup>th</sup> June 2018 at 4p.m and the action taken report of the meeting.
- 3) International projects and overseas funding through research projects have to be explored. (Action:- Dean SRIC is working on it)
- 4) Initiatives to be taken to establish student and faculty exchange programme at national and international level. (Action:- Dean SRIC is working on it)
- 5) Extension activities useful to the society. (Action:- Dean SW is working on it)
- 6) About the placement activities by strengthening the corporate relations. (Action:- Professor T&P is working on it)
- 7) Regarding arranging workshops on IPR, writing research Proposals (Action:- Dean SRIC is working on it)
- 8) Enhancement of the Industry-Institute Interactions (Action:- Dean SRIC is working on it)
- 9) The Chairman pointed out that in addition to the academics feedbacks taken from students, parents and employers, alumni interaction is equally important. The IQAC suggested with the permission of chair to collect the alumni feedback and organize more alumni meet at different places. (Action:- Concerned HODS are working on it)
- 10) Action plan of IQAC for the year 2018-19 was passed.
- 11) Dean SW will chalk out a plan to coordinate the counseling of the students at regular intervals.
- 12) Remedial measures to avert attendance shortage by discussing and counseling the concerned students. (Action:- Dean SW)
- 13) Dean SW is working to devise a strategy for the prevention of ragging inside and outside the college premises.

  
Director, IQAC  
Director  
IQAC, VSSUT  
Odisha-768018

## INTERNAL QUALITY ASSURANCE CELL

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA

Minutes of the 18<sup>th</sup> meeting of IQAC held on 1<sup>st</sup> Oct 2018 at 11.00 A.M in the Vice-Chancellor's Secretariat.

Members Present :-

- 1) Prof. Atal Chaudhuri, Vice-Chancellor - In chair
- 2) Prof.P.K. Das, Dean Academic Affairs
- 3) Prof.S.K. Swain, Dean PGSR
- 4) Prof.B.B. Pati, Director IQAC
- 5) Prof.P.K Hota,Dean,CDCE
- 6) Prof.A.N.Nayak,Professor , Civil Engg. Dean SRIC
- 7) Prof.A.K Rath,Professor,Computer Sc. & Engg
- 8) Prof.C.R. Tripathy, Vice-Chancellor BPUT Odisha, Member BOM
- 9) Dr.Prasant Kumar Pradhan,Ex-Director Gridco, Member Local Society

At the outset, Director, IQAC welcomed the members and requested Vice-Chancellor to chair the meeting. Thereafter, the IQAC proceeded to transact the business as per the agenda items. The following matters are discussed and resolved.


1)The 17th IQAC meeting was held on 10<sup>th</sup> July 2018 at 11 A.M. The minutes of this meeting were readout with a formal discussion with all IQAC members. These minutes of meeting were approved by the IQAC members.

2)The IQAC Director placed before the members the action taken report on the observations made in the 17th meeting of IQAC held on 10<sup>th</sup> July 2018 and requested the members to note and approve. The members discussed the same and resolved that action taken report on the observations made at the 17<sup>th</sup> IQAC meeting as placed before the members as Annexure is hereby noted and duly approved.

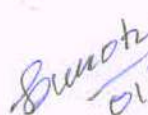
3)It is recommended to consider and approve in the Academic Council the Annual Quality Assurance Report 2017-18 prepared nu IQAC and discussed in the workshop conducted on 30.06.2018. The Annual Quality Assurance Report 2016-17 has been uploaded on 07.05.2018 and it is reported that the Annual Quality Assurance Report are hoisted in University Website as prescribed by NAAC.


4)It is recommended to consider and approve in the Academic Council the syllabus of "Professional Ethics" of Zero Credit to be introduced from next academic session for all the academic programme offered by the University. (Action:- Dean ACD)


5)It is recommended to consider and approve in the Academic Council for taking up the SWAYAM Course for credit transfer as communicated by Ministry of Human Resource

  
01-10-2018

Director  
IQAC, VSSUT

  
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**IQAC  
VSSUT, BURLA**

Development, Department of Higher Education, Government of India, New Delhi vide F.No.1-8/2017(SWAYAM Board) dated 10.08.2018.

6) It is recommended to Academic Council to report the Academic & Activity Calendar for Odd Semester 2018.

7) It is recommended to consider and approve in the Academic Council the implementation of Outcome Based Learning (OBL) from next academic year and to monitor its implementation to be done by a committee headed by Director, IQAC.

8) Prof.(Dr.) H.V. Ravindra, Professor PESCE Mandya, Performance auditor, NPIU visited the University during 27<sup>th</sup> Aug. To 29<sup>th</sup> Aug 2018 and submitted the report to NPIU with copy to TEQIP-III office. IQAC recommends to act as per his suggestions.

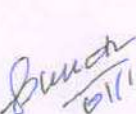
9) It is suggested by IQAC to develop the App which includes the information regarding the infrastructure facility, library facility, technology upgradation, FDP, Amount spent on maintenance, administration, quantification of technology etc. (Action:- PIC-Automation)

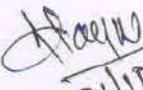
10) All the HOD's will give the Dept. presentations in the IQAC. The presentations will focus mainly on Teaching -Learning methodologies, short term and bridge courses, Evaluation procedures, Results, Placements, Students Activities Co and Extra-Curricular, Research and Consultancy and other activities of the department. (Action:- IQAC)

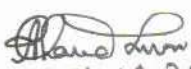
The meeting ended with formal vote of thanks by IQAC Director

  
**Director  
IQAC, VSSUT  
Odisha-768018**

  
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Vice-Chancellor

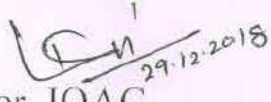
**Vice-Chancellor  
V.S.S. University of Technology, Odisha  
Burla-768018**

**INTERNAL QUALITY ASSURANCE CELL(IQAC)  
VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, (VSSUT),  
SIDDHI VIHAR, BURLA, ODISHA**

**ACTION TAKEN REPORT ON THE PROCEEDINGS OF 18<sup>th</sup> IQAC meeting HELD ON 1<sup>st</sup>  
October 2018**

The following actions are taken on Minutes of 18<sup>th</sup> IQAC meetings.

- 1) The Minutes of 17<sup>th</sup> IQAC meeting held on 10<sup>th</sup> July 2018 at 11 A.M. and action taken report on the observations made at the 17<sup>th</sup> IQAC meeting as placed was approved.
- 2) The Annual Quality Assurance Report 2016-17 has been uploaded on 07.05.2018 and it is reported that the Annual Quality Assurance Report are hoisted in University Website as prescribed by NAAC.
- 3) The subject "Professional Ethics" of Zero Credit is introduced. (Action:- Dean ACD is working on it)
- 4) It is recommended to consider and approve in the Academic Council for taking up the SWAYAM Course for credit transfer as communicated by MHRD (Action:- Dean ACD is working on it)
- 5) Academic & Activity Calendar for Odd Semester 2018 is uploaded in website.
- 6) Implementation of Outcome Based Learning (OBL) . Implemented
- 7) Prof.(Dr.) H.V. Ravindra, Professor PESCE Mandya, Performance auditor, NPIU visited the University during 27<sup>th</sup> Aug. To 29<sup>th</sup> Aug 2018. TEQIP-III Coordinator working on it.
- 8) PIC-Automation is working to develop the App which includes the information regarding the infrastructure facility, library facility, technology upgradation, FDP. Amount spent on maintenance, administration, quantification of technology etc.
- 9) All the HOD's will give the Dept. presentations in the IQAC.

  
Director, IQAC

**Director  
IQAC, VSSUT  
Odisha-768018**



**INTERNAL QUALITY ASSURANCE CELL**  
VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA

*Minutes of the 19<sup>th</sup> meeting of IQAC held on 28<sup>th</sup> December 2018 at 11.00 AM in the Vice-Chancellor's Secretariat.*

**Members Present :-**

- 1) Prof. Atal Chaudhuri, Vice-Chancellor - In chair
- 2) Prof.P.K. Das, Dean Academic Affairs
- 3) Prof.S.K. Swain, Dean PGSR
- 4) Prof.B.B. Pati, Director IQAC
- 5) Prof.P.K Hota, Dean, CDCE
- 6) Prof.A.N.Nayak, Professor , Civil Engg. Dean SRIC
- 7) Prof.A.K Rath, Professor, Computer Sc. & Engg
- 8) Prof.C.R. Tripathy, Vice-Chancellor BPUT Odisha, Member BOM
- 9) Dr.Prasant Kumar Pradhan, Ex-Director Gridco, Member Local Society

At the outset, Director, IQAC welcomed the members and requested Vice-Chancellor to chair the meeting. It is informed that a two member high-level ISRO Team of Dr.P.V.Venkitakirshnan, Director Capacity Building Programme ISRO and Shri V.Singh, Asst. Scientific secretary ISRO visited the University and interacted with the student team and appreciated their efforts for successful launches of VSLV. Thereafter, the IQAC proceeded to transact the business as per the agenda items. The following matters are discussed in the meeting and resolved.

1)The 18th IQAC meeting was held on 1<sup>st</sup> October 2018 at 11 A.M. The minutes of this meeting were readout with a formal discussion with all IQAC members. These minutes of this meeting were approved by the IQAC members.

2)The IQAC Director placed before the members the action taken report on the observations made in the previous meeting of IQAC held on 1<sup>st</sup> October 2018 and requested the members to note and approve. The members discussed the same and resolved that action taken report on the observations made at the previous IQAC meeting as placed before the members as Annexure is hereby noted and duly approved.

3) Academic Calender for the Even semester (Jan 2019-June 2019) has been circulated to various departments and uploaded in University website. Holiday list for 2019 has been prepared. IQAC took note of it with appreciation.

4)The various activities are decided to be plan to generate awareness among the staff about Ecofriendly measures. The review and audits on status of eco-friendly measure are taken in campus in order to reduce consumption of electrical energy, where Incandescent light bulbs and fluorescent tube-lights are to be replaced by cost effective, high efficient LEDs. (Action:- PIC-Civil Maintenance)

5)It is decided to start working on Report cum feedback of External Academic-Administrative Audit.

*IQAC*  
28/12/18

*Swain*  
28/12/18

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28/12/2018

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28/12/2018

**Director**  
IQAC, VSSUT  
Odisha-768019

IQAC  
VSSUT, BURLA

- 6) It is decided to conduct various activities under Incubation center to enhance Multidisciplinary activities (Action:- PIC-TBI)
- 7) The Director IQAC will conduct the IQAC meeting 4-5 times in an academic year.
- 8) Dr.P.K. Pradhan, Ex-Director Gridco shared his experiences about quality circle in the industry and expressed those similar quality circles can be formed in each department and support sections of our University. He expressed that there is no substitute to hard work and it's required to achieve overall development of Institute. Concrete steps and path needed in all direction for achieving quality excellence. So, first Mission and Vision of University and departments should be framed for setting quality benchmark.
- 9) Different time slots are to be allotted to all the Departments wherein they were expected to make a power-point presentation of their department's strengths, achievements, best practices and future plans.
- 10) It was decided in the meeting that new rooms should be allocated for NSS, Robotics Club, Idea Club and so, the new areas are to be looked after.
- 11) Previous teaching-learning process are discussed and the Vice-Chancellor agreed for introduction of more nos. of ICT in all classrooms of University. (Action:- Registrar)
- 12) Prof.(Dr.) Sanjaya Dambhare, Professor in Electrical Engineering, College of Engineering PUNE, Mentor Expert, NPIU visited the University during 12 to 14<sup>th</sup> Oct 2018 and submitted the report to NPIU with copy to TEQIP-III office. IQAC recommends to act as per his suggestions. (Action:- TEQIP-III Coordinator)

The meeting ended with formal vote of thanks by IQAC Director

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Director, IQAC 28/12/2018  
Director  
IQAC, VSSUT  
Odisha-768019

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28.12.2018

Vice-Chancellor

**Vice-Chancellor**  
V.S.S. University of Technology, Odisha  
Burla-768018



**INTERNAL QUALITY ASSURANCE CELL(IQAC)**  
VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, (VSSUT),  
SIDDHI VIHAR, BURLA, ODISHA

ACTION TAKEN REPORT ON THE PROCEEDINGS OF 19<sup>th</sup> MEETING of IQAC held on  
28<sup>th</sup> December 2018 at 11A.M.

The following actions are taken on Minutes of 19<sup>th</sup> IQAC meetings.

- 1) The 18th IQAC meeting minutes were approved by the IQAC members.
- 2) The action taken report of the previous IQAC meeting was approved.
- 3) Academic Calender for the Even semester (Jan 2019-June 2019) has been circulated to various departments and uploaded in University website. Holiday list for 2019 has been prepared.
- 4) The various activities are decided to be plan to generate awareness among the staff about Ecofriendly measures. (Action:- PIC-Civil Maintenance is working on it )
- 5) It is decided to start working on Report cum feedback of External Academic-Administrative Audit. (Action:- Dean Academics is working on it )
- 6) It is decided to conduct various activities under Incubation center to enhance Multidisciplinary activities(Action:- PIC-TBI is working on it)
- 7) The Director IQAC will conduct the IQAC meeting 4-5 times in an academic year.
- 8) About quality circle in the University. So, first Mission and Vision of University and departments should be framed for setting quality benchmark. HODS are working on it.
- 9) Different time slots are to be allotted to all the Departments wherein they were expected to make a power-point presentation of their department's strengths, achievements, best practices and future plans. HODS are working on it
- 10) It was decided in the meeting that new rooms should be allocated for NSS, Robotics Club, Idea Club and so, the new areas are to be looked after. Registrar is working on it.
- 11) Previous teaching-learning process are discussed and the Vice-Chancellor agreed for introduction of more nos. of ICT in all classrooms of University. (Action:- Registrar is working on it.)
- 12) Prof.(Dr.) Sanjaya Dambhare, Professor in Electrical Engineering, College of Engineering PUNE, Mentor Expert, NPIU visited the University during 12 to 14<sup>th</sup> Oct 2018 (Action:- TEQIP-III Coordinator is working on it)

  
Director, IQAC

Director  
IQAC, VSSUT  
Odisha-768018

**INTERNAL QUALITY ASSURANCE CELL**  
VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA

Minutes of the 20<sup>th</sup> meeting of IQAC held on 9<sup>th</sup> January 2019 at 3.00 P.M in the Vice-Chancellor's Secretariat.

Members Present :-

- 1) Prof. Atal Chaudhuri, Vice-Chancellor - In chair
- 2) Prof.P.K. Das, Dean Academic Affairs
- 3) Prof.S.K. Swain, Dean PGSR
- 4) Prof.B.B. Pati, Director IQAC
- 5) Prof.P.K Hota, Dean, CDCE
- 6) Prof.A.N.Nayak, Professor , Civil Engg. Dean SRIC
- 7) Prof.A.K Rath, Professor, Computer Sc. & Engg
- 8) Prof.C.R. Tripathy, Vice-Chancellor BPUT Odisha, Member BOM
- 9) Dr.Prasant Kumar Pradhan, Ex-Director Gridco, Member Local Society

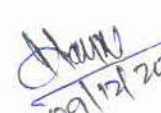
At the outset, Director, IQAC welcomed the members and requested Vice-Chancellor to chair the meeting. Thereafter, the IQAC proceeded to transact the business as per the agenda items. The following matters are discussed and resolved.

1. The 19<sup>th</sup> IQAC meeting was held on 28<sup>th</sup> December 2018 at 11 A.M. The minutes of this meeting were readout with a formal discussion with all IQAC members. These minutes of this meeting were approved by the IQAC members.
2. The IQAC Director placed before the members the action taken report on the observations made in the 19<sup>th</sup> meeting of IQAC held on 28<sup>th</sup> December 2018 and requested the members to note and approve. The members discussed the same and resolved that action taken report on the observations made at the 19<sup>th</sup> IQAC meeting as placed before the members as Annexure is hereby noted and duly approved.
3. It is informed that even semester (Jan-June 2019) classes have been started as per academic calendar.
4. Guidelines for internal administrative audit were set.(Action: Dean ACD)
5. Importance of mentorship was discussed. It was decided with the permission of chair to conduct mentorship week, wherein each teacher would be given a set of students to mentor.
6. The members suggested for all the eligible Departments of University to conduct FDPs/workshops/Conferences.
7. Reviewed the report on previous year's student's placements and internships.
8. Audit forms of various departments were reviewed. The shortcoming of departments, if any, were identified.

  
9/1/2019  
Director  
IQAC, VSSUT  
Odisha-768018

  
9/1/2019

  
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09/12/2019



**IQAC  
VSSUT, BURLA**

9. With due permission from the chair, it was decided to start the remedial classes from the next session July 2019. (Action-Dean-ACD & PGSR)
10. Following parameters were discussed for alumni feedback form:-
- i) University Infrastructure ii) Achievements iii) Contribution of University towards their vision iv) Willingness to deliver guest lectures/motivational talks.
11. Following parameters were discussed for parent feedback form:-
- a. Teaching-Learning Environment
  - b. Value based education
  - c. Discipline practices
  - d. Response and communication with the University
  - e. Provision of career oriented programs.
12. It was also informed that the university is planning for a major curriculum revision. The members suggested that during curriculum revision, the institute should emphasize on more of hands-on / practical experience rather than lecture based teaching. Also the curriculum should accommodate courses which will make students think innovatively and apply the engineering knowledge to solve the societal issues. (Action: Dean ACD & PGSR)
13. It is informed that approval of Council of Architecture for unapproved batches of B.Arch Program has been given. It is suggested to award the two students of first batch their B.Arch degree certificates following University norms.
14. It is recommended to constitute UG PEC {as per University Statute Para 19-2(iv)} and PG PEC {as per University Statute Para 19-2(v)}
15. It is recommended to consider for issuance of equivalence certificate for Two years M.Sc. (Engg.) / ME be equivalent to M.Tech and 4 / 5 years B.Sc.(Engg.) / BE be equivalent to B.Tech.
16. IQAC reviewed the expenditure of RUSA under the heading renovation with sub-headings like modernisation / refurbishment / make over / reconditioning / rehabilitation / repair/ redevelopment/ re-construction/ remodelling providing with new equipment and facilities. Keeping in mind the meaning of renovation as spelled out above, all members were agreed to recommend PMU, RUSA to allocate a fund of Rs.58 lakhs towards Renovation / refurbishment of e-learning Centre with computer desks and chairs in line with the letter mentioned in reference to Govt. Letter, dated 24.02.2016, satisfying the criteria of 35% expenditure on Renovation / up gradation as the fund is available under the renovation of class rooms and e-learning centre. (Action:- RUSA Coordinator)

The meeting ended with formal vote of thanks by IQAC Director

*IQAC*  
9/1/2019  
Director, IQAC  
**Director**  
IQAC, VSSUT  
Odisha-768018

*Dean*  
9/1/2019

*[Signature]*  
9/1/2019

*[Signature]*  
09.01.2019  
Vice-Chancellor  
**Vice-Chancellor**  
V.S.S. University of Technology, Odisha  
Burla-768018

*[Signature]*  
09/01/2019

**INTERNAL QUALITY ASSURANCE CELL(IQAC)**  
**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, (VSSUT),**  
**SIDDHI VIHAR, BURLA, ODISHA**  
**ACTION TAKEN REPORT ON THE PROCEEDINGS OF 20<sup>th</sup> IQAC MEETING held on**  
**9<sup>th</sup> January 2019 at 3.P.M.**

The following actions are taken on Minutes of 20<sup>th</sup> IQAC meetings.

- 1)The 19<sup>th</sup> IQAC meeting minutes were approved by the IQAC members.
- 2) The action taken report of the previous IQAC meeting was approved.
- 3)Dean Academic affairs has set the guidelines for internal administrative audit were set.(Action: Dean ACD)
- 4)Dean SW and Academic affairs will arrange to conduct mentorship week, wherein each teacher would be given a set of students to mentor.
- 5)TEQIP-III Coordinator along with Dean CDCE will finalize all the eligible Departments of University to conduct FDPs/workshops/Conferences.
- 6)Professor T&P submitted the report on previous year's student's placements and internships.
- 7)Audit forms of various departments were reviewed by Academic section.
- 8)Dean PGSR and Academic affairs will organize the remedial classes from the next session July 2019.(Action-Dean-ACD & PGSR)
- 9) Registrar will work on the parameters to be changed in alumni/Parent feedback form:-
- 10)Dean PGSR and Academic affairs will organize a Curriculum revision work shop in April 2019
- 11) Dean(Faculty & Planning and Comptroller of Finance will plan to utilize RUSA Fund

  
Director, IQAC 4.6.2019

Director  
IQAC, VSSUT  
Odisha-768018



## INTERNAL QUALITY ASSURANCE CELL

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA

Minutes of the 21st meeting of IQAC held on 4<sup>th</sup> June, 2019 at 3.00 P.M in the Vice-Chancellor's Secretariat (Reconstituted vide office order no. VSSUT-IQAC-F&P-349 dt.04.05.2019)

Members Present :-

- 1) Prof. Atal Chaudhuri, Vice-Chancellor - in chair
- 2) Smt. Upama Kalo, OAS Registrar
- 3) Prof.P.C. Swain, Dean PGSR
- 4) Prof.S.K. Swain, Dean Academic Affairs
- 5) Prof.B.B. Pati, Director IQAC
- 6) Prof.Debadutta Mishra, Professor in Production Engineering, Director TBI
- 7) Dr.Punyapriya Mishra, Assoc. Professor in Mechanical Engineering, Chairperon ICC
- 8) Er. Binal Krishna Mishra, Member BOM
- 9) Dr.Prasant Kumar Pradhan, Ex-Director Gridco, Member Local Society
- 10) Er.Ashesh Padhy, Vice-President Reliance Power

At the outset, Director, IQAC welcomed the members and requested Vice-Chancellor to chair the meeting. It was also pointed out that the IQAC is reconstituted as per the guidelines of NAAC. The Vice-chancellor informed that Dr.K. Sivan Chairman, ISRO has announce setting up of VSSUT Innovation centre in a press conference on 18<sup>th</sup> Jan 2019. This is the first of its kind in the country. The Prime Minister of India, in his monthly All India Radio Programme "Mann ki Baat" on 27<sup>th</sup> January 2019 mentioned about the achievements of our students. The following matters are discussed and resolved.

1)The 20th IQAC meeting was held on 9<sup>th</sup> January at 3P.M.. The minutes of this meeting were readout with a formal discussion with all IQAC members. These minutes of this meeting were approved by the IQAC members.

2)The IQAC Director placed before the members the action taken report on the observations made in the 20<sup>th</sup> meeting of IQAC held on 9<sup>th</sup> January 2019 and requested the members to note and approve. The members discussed the same and resolved that action taken report on the observations made at the 20<sup>th</sup> IQAC meeting as placed before the members as Annexure is hereby noted and duly approved.

3)The NIRF Ranking(AIR-126), Times Ranking (Eastern Zone-7) and the AICTE as well as COA approval for the year 2019-20 were analyzed.

4)IQAC advised to look for possibilities for enhancing the ranking and raising the scores in indicators which are having low scores.

5) The members spoke on the need to have good visibility for work undertaken and initiatives of University. University need to project itself as globally standardized institution for which projects and integrated courses in collaboration with renowned universities can be initiated. We need to have core committee (think- tank) to initiate such strategic measure as part of its short term and long-term plan.

Atal  
04/6/2019

Upama  
04/6/2019

Swain  
4/6/2019

Pati  
4/6/2019

Leah  
04.6.19

Director  
IQAC VSSUT  
Odisha-751019

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4/6/2019



**IQAC  
VSSUT, BURLA**

6) It is proposed to apply for AICTE approval for two nos. M.Tech Courses named Control and Instrumentation (Electrical Engg.) and Computer Information Technology (IT department) for the session 2020-21. Further, M.Tech programme in Industrial Metallurgy may be offered from 2019-20. (Action:- Dean-F&P)

7) The course structure and syllabus for all the courses running in the University has been revised and proposed to be implemented from 2019-20 session. A workshop was conducted in April 2019 for the purpose. It is noted with appreciation by IQAC. As per AICTE model curriculum for B.Tech and M.Tech Engineering Programmes, no. of Credits have been reduced.

8) IQAC seeks an office with better space and facility of a board room with audio-visual facilities to accommodate 20 members. The space should be centrally located with due visibility and accessibility.

The authority is requested to resolve the issue. (Action:- PIC-Civil Maintenance).

9) University intends to establish itself as a "zero waste green campus". As part of the drive, a massive campus cleaning operation is to be followed by implementation of waste management strategies as well as sustainable green campus development initiatives. (Action:- PIC-Civil Maintenance)

10) IQAC suggested to organize an orientation programme for teachers of the departments on MOOC and e-content development. (Action:- Dean CDCE)

11) IQAC suggest to organize a common induction programme for all students admitted to its various teaching departments in the academic year 2019 – 20. The objective of the programme is to acquaint students with the various academic and co – curricular support services offered by the University. This programme is in addition to the department level induction programme which focuses on career orientation, personality development and behavioural issues in addition to motivation to learn. (Action:- Professor-T&P)


12) It is informed that our students were invited to ISRO headquarter Bangalore for detail presentation and discussion regarding the functioning of ISRO innovation centre at VSSUT. A two days seminar was arranged on 25-26<sup>th</sup> April 2019 at our University, where a panel of 12 eminent ISRO scientists delivered a series of lectures on various domains of space technology. The IQAC suggests to expedite the process of establishment and functioning of ISRO innovation Centre in the University. (Action:- Registrar)

13) The AQAR report 2018-19 was analysed and passed. It will be applied online to NAAC and was recommended to Academic Council and Board of Management. (Action:- IQAC)

14) Academic Calender for the Odd and Even Semester of the session 2019-20 is passed

The meeting ended with formal vote of thanks by IQAC Director

  
Director, IQAC  
04.06.2019  
**Director**  
IQAC VSSUT  
Odisha-758018  
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Vice-Chancellor  
**Vice-Chancellor**  
V.S.S. University of Technology, Odisha  
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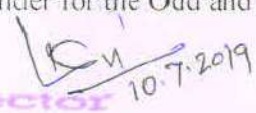


**INTERNAL QUALITY ASSURANCE CELL(IQAC)  
VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, (VSSUT),  
SIDDHI VIHAR, BURLA, ODISHA  
ACTION TAKEN REPORT ON THE PROCEEDINGS OF 21<sup>st</sup> IQAC MEETING HELD  
ON 4<sup>th</sup> June 2019 at 3.P.M.**

The following actions are taken on Minutes of 21<sup>st</sup> IQAC meetings

- 1) The 20<sup>th</sup> IQAC meeting minutes were approved by the IQAC members.
- 2) The action taken report of the previous IQAC meeting was approved.
- 3) The NIRF Ranking(AIR-126), Times Ranking (Eastern Zone-7) and the AICTE as well as COA approval for the year 2019-20 were analyzed.
- 4) Dean (F&P) to look for possibilities for enhancing the ranking and raising the scores in indicators which are having low scores.
- 5) A committee for the same has been initiated by Director, IQAC consisting of Deans, Senior Professors, Professor Training & Placement & Director, IQAC (Convener) to look after the enhancement of standard in order to complete globally.
- 6) Dean, F&P will apply for two nos. M.Tech Courses on Control and Instrumentation (Electrical Engg.) and Computer Information Technology (IT department) for the session 2020-21 for AICTE approval. Further, M.Tech programme in Industrial Metallurgy has been offered from 2019-20.
- 7) The course structure and syllabus for all the courses running in the University has been revised and implemented from 2019-20 session and no. of Credits have been reduced.
- 8) PIC Civil Maintenance has been initiated to set up a centrally located IQAC office with better space and facility of a board room with audio-visual facilities to accommodate 20 members.
- 9) PIC, Civil Maintenance has been initiated to establish a "zero waste green campus" and take necessary steps for implementation of waste management strategies as well as sustainable green campus development initiatives.
- 10) Dean, CDCE has arranged to organize an orientation programme for teachers of the departments on MOOC and e-content development.
- 11) Prof. T&P has initiated to organize a common induction programme for all students admitted to its various teaching departments in the academic year 2019 – 20.
- 12) The Registrar has carried out all formalities for the functioning of ISRO innovation centre at VSSUT.
- 13) AQAR report 2018-19 has been passed applied online to NAAC
- 14) Academic Calender for the Odd and Even Semester of the session 2019-20 has been passed

Director, IQAC

  
**Director  
IQAC, VSSUT  
Odisha-768018**