



IQAC CELL
RAAJDHANI ENGINEERING COLLEGE
BHUBANESWAR

A Meeting was held on 05.08.2022 at 3.30 pm in the conference hall of the institute. Following members were present in the meeting

1. Prro.(Dr.) Bimal Sarangi, Chairman
2. Dr. Ranjan Kishore Mallick, Coordinator
3. Prof. G.S. Mishra, Director (T&P), REC & Member
4. Prof. R. Choudhury, Director (Administration & fin, EC, Member
5. Prof. S. C. Panigrahi, Dean (R&D) & Member
6. Prof. (Dr.) Srikanta 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. Satpathy, HOD(BSH) & Member
10. Prof. (Dr.) S.K. Behera, HOD(CE) & Member
11. Prof. D. Das, Asst.Prof,Mechanical Engineering & Member
12. Prof. S. S. Beura, Member
13. Mr. N. Mohapatra, Administrative Staff & Member

Following decisions were taken in the meeting held on 05.08.2022

IQAC Coordinator presented the action taken report of the meeting held on 14.07.2022

Agenda-1 Research project grants by all department.

Resolution: It was decided to apply for research project grants. All heads of department were advised to submit the research projects at least two by each department to industries to get grants for the projects. 18.08.2022 was fixed to apply for research grant by the department.

Agenda-2 Preparation of course file by faculty members

Resolution: it was resolved thar all faculty members to prepare the course file of their allotted subjects. The list of items to be prepared by faculty members for the course file were discussed by the IQAC Coordinator.24.08.22 was fixed for submission of course file.

Agenda-3 Commencement of value added courses of odd semesters for all departments

Resolution: it was resolved to introduce value added course for odd semesters. All HODs were asked to submit the list of value added courses to be undertaken by their department for forthcoming odd semesters along with the names of faculty coordinator, syllabus of value added courses, time table and name of resource persons.

Rmallik
IQAC (coordinator)

Co-ordinator - IQAC
Raajdhani Engineering College
Bhubaneswar

Principal
Raajdhani Engineering College
Bhubaneswar



Sepanshi

Sledach

Prater

Rmallik



IQAC CELL
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BHUBANESWAR

A Meeting was held on 12.10.2022 at 3.30 pm in the conference hall of the institute.

Following members were present in the meeting

1. Prro.(Dr.) Bimal Sarangi, Chairman
2. Dr. Ranjan Kishore Mallick, Coordinator
3. Prof. G.S. Mishra, Director (T&P), REC & Member
4. Prof. R. Choudhury, Director (Administration & fin, EC, Member
5. Prof. S. C. Panigrahi, Dean (R&D) & Member
6. Prof. (Dr.) Srikanta 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. Satpathy, HOD(BSH) & Member
10. Prof. (Dr.) S.K. Behera, HOD(CE) & Member
11. Prof. D. Das, Asst.Prof,Mechanical Engineering & Member
12. Prof. S. S. Beura, Member
13. Mr. N. Mohapatra, Administrative Staff & Member

Following Resolution were taken in the meeting held on 12.10.2022

At the commencement of the meeting IQAC Coordinator presented the action taken report of the meeting held on 05.08.2022

Agenda-1 To discuss the roles and responsibility of proctors

Resolution: It was resolved that the protors should participate in the mentorship to counsel their student and resolve their issues very sincerely. In this context all HODs are requested to nominate one senior faculty as chief proctor and to finalise the list of proctors of their department by 19.10.2022 with a copy to Principal and IQAC coordinator.

Agenda-2 Review of various committee activities working under the supervision of IQAC.

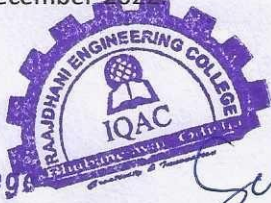
Resolution: it was resolved that the coordinator of different committees working under the supervision of IQAC will promote institutional functioning towards quality enhancement of academic and administrative performance of the institution. In this context Principal suggested a review of all committees and fixed 23.10.22 at 3pm to conduct a meeting of all coordinators of committees and HODs in the conference hall.

Agenda-3 To complete annual quality assurance report for the year 2022-23 before the end of December-2022.

Resolution: it was resolved that the IQAC coordinator will coordinate among all department and acquire pertinent academic and administrative information for completion of AQAR-2022-23.

Agenda-4 To conduct the academic and administrative audit in the month of December 2022.
Resolution: It was resolved to constitute a committee by IQAC Coordinator. Complete the process by last week of December-2022

Prallava
IQAC (coordinator)
Raajdhani Engineering College
Bhubaneswar



Sepangochu
Prallava
Arshu
Choh

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Principal
Raajdhani Engineering College
Bhubaneswar



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A meeting was held on 07.03.2023 at 3.30 pm in the conference hall of the institute.

Following members were present in the meeting

1. Prro.(Dr.) Bimal Sarangi, Chairman
2. Dr. Ranjan Kishore Mallick, Coordinator
3. Prof. G.S. Mishra, Director (T&P), REC & Member
4. Prof. R. Choudhury, Director (Administration & fin, EC, Member
5. Prof. S. C. Panigrahi, Dean (R&D) & Member
6. Prof. (Dr.) Srikanta 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. Satpathy, HOD(BSH) & Member
10. Prof. (Dr.) S.K. Behera, HOD(CE) & Member
11. Prof. D. Das, Asst.Prof, Mechanical Engineering & Member
12. Prof. S. S. Beura, Member
13. Mr. N. Mohapatra, Administrative Staff & Member

Following resolutions were taken in the meeting held on 07.03.2023

At the commencement of meeting, the IQAC Coordinator presented the action taken report of the meeting held on 13.01.2023

Agenda-1 To organise parents-teacher meeting

Resolution; It was resolved to start preparation for departmental parents teacher meeting and HODs were advised submit the name of faculty coordinator for the PTM meeting.To organise the meeting in the month of June. IQAC coordinator was requested to give notification to this effect

Agenda-2 Consider the NSS, IIC and YRC activities

Resolution: It was resolved to increase the activities of NSS, YRC AND IIC activities. HODs were advised to call a meeting with all coordinators of the committee through IQAC to finalise the activities before 12.03.2023 and notified.

Agenda-3 Verifying the structure and standard of internal question papers

Resolution: It was resolved to verify each continuous internal exam question before submitting to examination section.

Agenda-4 Resolving student's grievances

Resolution: It was resolved that the pending students grievances to be addressed within a week from the date of application by the students by the grievances redressal committee.

Rmallik
IQAC (coordinator)

Co-ordinator - IQAC

Raajdhani Engineering College

Bhubaneswar



[Signature]
Principal

Principal
Raajdhani Engineering College
Bhubaneswar

[Signature]



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A meeting was held on 04.06.2023 at 3.30 pm in the conference hall of the institute.

Following members were present in the meeting

1. Prro.(Dr.) Bimal Sarangi, Chairman
2. Dr. Ranjan Kishore Mallick, Coordinator
3. Prof. G.S. Mishra, Director (T&P), REC & Member
4. Prof. R. Choudhury, Director (Administration & fin, EC, Member
5. Prof. S. C. Panigrahi, Dean (R&D) & Member
6. Prof. (Dr.) Srikanta 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. Satpathy, HOD(BSH) & Member
10. Prof. (Dr.) S.K. Behera, HOD(CE) & Member
11. Prof. D. Das, Asst.Prof,Mechanical Engineering & Member
12. Prof. S. S. Beura, Member
13. Mr. N. Mohapatra, Administrative Staff & Member

Following resolutions were taken in the meeting held on 04.06.2023

At the commencement of meeting the IQAC Coordinator presented the action taken report of the meeting held on 07.03.2023

Agenda-1 To update the college website

Resolution: It was decided to update the web site imminently. For the purpose it was decided to engage one senior faculty to be in charge for updating departmental data in the web site. It was decided to complete the work by 30.06.2023.

Agenda-2 To conduct students satisfactory survey

Resolution:It was resolved that the students satisfactory survey to be under taken for all branches of B.Tech. To complete the process. it was decided to frame questions for the survey and to conduct it online. The IQAC Coordinator was given responsibility to complete it before the end of July-2023.

Agenda-3 Conduct of Administrative training program

Resolution: It was resolved to conduct a two days administrative training program for non-teaching faculty members in the month of June.IQAC coordinator was requested to prepare a plan for this.

Agenda-4. To conduct green audit and energy audit and ISO certification for the institute.

Resolution: It was decided to complete the process of Energy audit, Green audit and ISO certification for the year 23-24 of the college. Prof. Tarini Prasad Satpathy, Examination In charge was given the extra responsibility to coordinate the process and complete it by the end of August-2023.



Mallick

IQAC (coordinator)

Co-ordinator - IQAC

**Raajdhani Engineering College
Bhubaneswar**

Mallick

Se Panigrahi

Se Panigrahi

Principal

Principal

**Raajdhani Engineering College
Bhubaneswar**