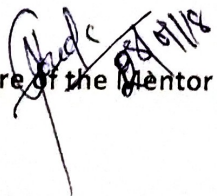


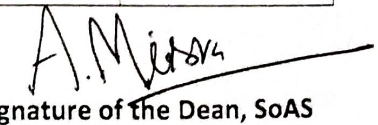
CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT
School of Applied Sciences, Parlakhemundi

Mentoring Format

School/Department Name: School of Applied Sciences Name of the Mentor: Dr. Narayan Gade Date: 08/01/2018

Sl. No.	Regd. No.	Name of the student	% of Attendance	Learning Record	Understanding of Subjects	Backlog status	Pending dues	Personal Problem	Corrective measures	Signature of the students
1	171304120 101	Srikanto Malli	100%	Maintaining	Doubt in thermal physics	-	NO dues	No Problem	Informed to the concerned teacher	Srikanto Malli
2	102	D. Jyoti	98%	Maintaining	Doubt in thermal physics	-	₹ 10,000	Library Bus timing should be extended for some.		D. Jyoti
3	103	N. Venkatesh	100%	Maintaining	Doubt in thermal physics	-	-	- NO -	Informed to the concerned teacher	N. Venkatesh
4	104	Narash Behara	100%	Maintaining	No doubts in any subject	-	₹ 40,000/-	- NO -	-	Narash Behara
5	105	Jurraj Muguli	100%	Maintaining	Doubt in thermal physics	-	₹ 40,000/-	- NO -	Informed to the concerned teacher	Jurraj Muguli
6	106	Bhaishnavi	100%	Maintaining	Doubt in thermal physics	-	- NO dues	- NO -		Bhaishnavi

Signature of the Mentor


Signature of the Dean, SoAS


CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT

School of Applied Sciences, Parlakhemundi

Mentoring Format

School/Department Name: School of Applied Sciences Name of the Mentor: Dr. Narayan Goud Date: 08/01/2018

Sl. No.	Regd. No.	Name of the student	% of Attendance	Learning Record	Understanding of Subjects	Backlog status	Pending dues	Personal Problem	Corrective measures	Signature of the students
7	171304120108	Bapuji Mandangi		Maintain	Doubt in thermal physics	-	₹ 30,000/-	- No -		Bapuji Mandangi
8	109	Nelamadhab Pradhan		Maintain	Doubt in thermal physics	-	₹ 50,000/-	- No -		N. Pradhan
9	40	Subham Routo	70	Maintain	Doubt in thermal physics	-	₹ 30,000/-	- No -		Subham Routo
10	43	L. Anushe	100%	Maintain	Doubt in T.P	-	₹ 10,000/-	Bus leaving timing to change		L. Anushe
11	114	Purusottam Biswal	95%		(")	-	₹ 10,000/-	Bus timing needs to change		Purusottam Biswal
12	115	P. Gayatri	100%		(")		₹ 10,000/-	Bus leaving timing should be changed as the classes was at 5.00pm		P. Gayatri

Signature of the Mentor
(Signature)
08/01/18

(Signature)
Signature of the Dean, SoAS

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,
PARALAKHEMUNDI**

**School of Applied Sciences
16th FACULTY MEETING**

Venue: Chamber of Dean, SoAS

Date: 29th January 2018

Time:5.00PM

Members Present:

1. Prof. Ashok Misra, Dean, SoAS & Professor, Dept. of Mathematics
2. Prof .S.P. Nanda, Dean(Admin),& Professor , Dept. Of Chemistry-**Absent**
3. Prof .Banitamani Mallik Associate Professor, Dept. Of Mathematics.
4. Prof.Pratibha Tripathy, Associate Professor, Dept. of Physics
5. Prof .G.K.Sahu, Sr.Lecturer, Dept.of.Physics
6. Prof. Debasis Swain, Asst. Professor, Dept. of Physics
7. Prof.Balaji Padhy, Lecturer, Dept. of Mathematics
8. Prof.Narayana Gouda , Lecturer, Dept. of Chemistry
9. Prof. I. Siva Ramakoti, Lecturer, Dept. of Chemistry
10. Prof.U.L.Devakumar, Dept. of Optometry
11. Mr.Hara Prasad Misra

AGENDA FOR DISCUSSION:

1. Review of all the tasks and duties assigned in the last meeting.
2. Attendance in ERP
3. Admission coordinator.
4. Lecture note & lesson plan by faculty.
5. Mentoring & student feedback
6. State of the art literature review by research scholars.
7. Study tour by Ispat Autonomous College,Rourkela students
8. Admission brochure
9. Remedial classes
10. New courses by the SoAS
11. Project expo by the students of SoAS.

MINUTES

Initiating the discussion Prof. Ashok Misra, Dean SOAS welcomed the esteemed members to the meeting. The deliberations of the meeting are as follows.

Review of all the tasks and duties assigned in the last meeting

The undersigned has reviewed the tasks and duties assigned to all the faculty members. And the undersigned has asked all the faculty members to prepare a strategic plan for the growth, development and sustenance of SoAS for the next five years within two months. The faculty members have reported to the dean that the Annual report of SoAS is completed.

Attendance in ERP

The undersigned has asked the faculty members to upload the student attendance daily in the ERP & the faculty members who are taking the first class of the day must upload the attendance on the same day before 5. 30 pm.

Admission coordinator

The undersigned announced that Prof.Pratibha Tripathy, Dept. of Physics & Prof. Narayana Gouda, Dept. of Chemistry are the Admission Coordinators from SoAS.

Lecture note & lesson plan by faculty

The undersigned has asked all the faculty members of the school to prepare lecture notes or E-material, lesson plan, course file & module wise assignment & lesson plan for their respective subjects for this semester. The lesson plan proforma which is being followed by AICTE and UGC has been circulated to all the faculty members of SoAS. Henceforth all faculty will follow the same format.

Mentoring and student feedback

Dr.Narayan Gouda has informed that the departure time of the bus should be extended for another ten minutes as the classes for the students are continuing till 5.00PM. The undersigned assured to discuss with the transport manager and Deputy Registrar regarding this. Student feedback will be taken from this semester onwards in the ERP.

State of the art literature review by research scholars

The under signed has asked all the faculty members(especially with Ph.D.) of the SoAS to submit a state of the art literature review article in their research areas of interest by first week of February 2018.

Study tour by Ispat Autonomous College, Rourkela students

The undersigned has announced that 22 students of B.Sc. Final year Mathematics from Ispat Autonomous College, Rourkela are going to visit CUTM PKD campus on a study tour from 31st Jan to 3rd Feb 2018. Arrangements have been made to have a full day campus visit on 1st February and a full day discussion on Project and MATLAB on 2nd February 2018.

Admission brochure

The undersigned has asked the faculty members to prepare the admission brochure of SoAS under the leadership of Prof.Pratibha Tripathy & Prof. Narayana Gouda for the forthcoming academic year and to prepare the same necessary guidelines were given by the undersigned to the faculty members.

Remedial classes

The undersigned has announced that remedial classes for the students having backlogs will be organised during summer vacation.

New courses by the SoAS

The under signed has announced that SoAS is going to start new courses from the forthcoming academic year 2018-2019 and they are B.Sc.(Hons) in physics, chemistry, mathematics, botany, zoology, & M.Sc. in physics, chemistry and mathematics .

Project expo by the students of SoAS

The undersigned has announced that the students of SoAS will display a project on 15th August i.e., Independence Day and 26th January i.e., Republic day every year at the project expo which will be held on these two days every year at CUTM Paralakhemundi.

There were no more points raised for discussion, hence the discussion ended with a vote of thanks to the chair.

Sd/-

Dean, SoAS

**CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT,
PARALAKHEMUNDI**

**School of Applied Sciences
17th FACULTY MEETING**

Venue: Chamber of Dean, SoAS

Date: 6th February 2018

Time: 5.00PM

Members Present:

1. Prof. Ashok Misra, Dean, SoAS & Professor, Dept. of Mathematics
2. Prof .S.P. Nanda, Dean(Admin),& Professor , Dept. Of Chemistry-**Absent**
3. Prof .Banitamani Mallik Associate Professor, Dept. Of Mathematics.
4. Prof.Pratibha Tripathy, Associate Professor, Dept. of Physics
5. Prof .G.K.Sahu Sr.Lecturer Dept.of.Physics.
6. Prof. Debasis Swain, Asst. Professor, Dept. of Physics
7. Prof.Balaji Padhy, Lecturer, Dept. of Mathematics
8. Prof.Narayana Gouda , Lecturer, Dept. of Chemistry
9. Prof. I. Siva Ramakoti, Lecturer, Dept. of Chemistry
10. Prof.U.L.Devakumar, Dept. of Optometry
11. Mr.Hara Prasad Misra

AGENDA FOR DISCUSSION:

1. Meeting regarding five years strategic plan.
2. Attendance in ERP
3. Admission coordinator.
4. Lecture note & lesson plan by faculty.
5. Mentoring & student feedback
6. State of the art literature review by research scholars.
7. Admission brochure
8. Remedial classes
9. SoAS magazine & exposure tour for students.

MINUTES

Initiating the discussion Prof. Ashok Misra, Dean SOAS welcomed the esteemed members to the meeting. The deliberations of the meeting are as follows.

1.Meeting regarding five years strategic plan.

The undersigned reviewed the tasks and duties assigned to the entire faculty members. He asked all the faculty members to prepare a strategic plan for the growth and development of

SoAS for the next five years within two months. The faculty members have reported to the Dean that the Annual report of SoAS is completed. And the undersigned has announced that a separate meeting for the five year strategic plan will be conducted shortly. The under signed has also announced that SoAS will organise every year one national seminar, one workshop, one 1day symposium and one faculty development programme every semester.

2. Attendance in ERP

The undersigned has asked the faculty members to upload the student attendance daily in the ERP & the faculty members who are taking the first class of the day must upload the attendance on the same day before 5: 30 pm.

3. Admission coordinator

The undersigned announced that Prof. Pratibha Tripathy Dept. Of Physics & Prof. Narayana Gouda Dept. Of Chemistry are the Admission Coordinators from SoAS.

4. Lecture note & lesson plan by faculty

The undersigned has asked all the faculty members of the school to prepare lecture notes or E-material, lesson plan, course file & module wise assignment & lesson plan for their respective subjects for this semester. And the lesson plan proforma which is being followed by AICTE and UGC has been circulated to all the faculty members of SoAS and the undersigned has announced that the course preparedness programme for all the faculty members of SoAS will be held shortly. And the undersigned has asked the faculty members to submit their respective Self Engagement Plan in the prescribed format by 9th Feb 2018.

5. Mentoring and student feedback

The Dean informed that the transport manager agreed to leave the bus at 5.10PM instead of 5.00PM. The undersigned has asked all the mentors to address the issue of slow learners & the undersigned has also announced that student feedback will be taken from this semester onwards. And the undersigned has explained the salient features of mentoring to the mentors and those are Ethics, Career path of the students, personal timetable of the students, future goals etc....

6. State of the art literature review by research scholars

The under signed has asked all the Ph.D. scholars of the SoAS to submit a state of the art literature review article in their research areas of interest by first week of February 2018.

7. Admission brochure

The undersigned has asked the faculty members to prepare the admission brochure of SoAS for the forthcoming academic year and to prepare the same necessary guidelines were given by the undersigned to the faculty members. And the undersigned has asked the faculty members to submit the necessary photographs required for the Admission brochure of SoAS by 12th Feb 2018 & the final soft copy of the brochure by 20th Feb 2018

8. Remedial classes

The undersigned has announced that remedial classes for the students having backlogs will be organised during summer vacation.

9. SoAS magazine and exposure tour for students

The under signed has announced that SoAS will publish an yearly magazine and students will be taken on an exposure tour every semester to research labs, industries, educational institutions etc.... for better exposure.

There were no more points raised for discussion, hence the discussion ended with a vote of thanks to the chair.

Dean, SoAS