



Centurion University of Technology & Management

Bhubaneswar Campus

Minutes of the IQAC Meeting

Date: 11.03.2016

Time: 3.00pm

Venue: Jatni campus

Members Present:

1. Prof. A.M. Mohanty, Pro Vice Chancellor, Chairman(IQAC)
2. Prof. Kalyan Banerjee, Pro Vice Chancellor(Learning)
3. Prof. Haribandhu Panda, Pro Vice Chancellor(SoM)
4. Prof. Jagannath Padhi, Director, CIT and HoD, EEE
5. Prof. Smita Mishra Panda, Director-Research
6. Prof. Manoj Rath, HoD Civil, CIT campus
7. Prof. Ramesh Ch. Mohanty, HoD, Mechanical
8. Prof. Manas Ranjan Senapati, HoD, CSE
9. Prof. Satyasish Mishra, HoD, ECE
10. Prof. Subrat Srangi, HoD, Physics
11. Prof. M. Siddique, Asst. Director-Examination
12. Mr. Shovan Chakraborty, Head-Placements Cell
13. Mr. Prajnyajit Mohanty, Director-Admission
14. Mr. Kashinath Sahoo, Principal Administration
15. Er. Ali Kishor Patnaik, Managing Director, Orissa Diesel(Industry Expert)
16. Prof. Prasanta K. Mohanty, Dean-SoM and IQAC Coordinator, Campus-2
17. Ms. Shreeja Mishra, Alumni(MBA)
18. Alumni (B.Tech)

Agenda;

1. ERP status (report by Mr. Nrusinha)
2. Fee collection status (Report by CFO)
3. CSR (Report by Mr. Sangarm)
4. Placements & Training (Report by Mr. Shovan and Mr. C B Kumar)
5. Skill courses (Report by Dr. S K Mandal)
6. Projects
7. Course progress report of 1st semester by HoDs
8. Mentoring report
9. Admission Process



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10. Examination related issues (Report by Mr. N K Ray)
11. Diploma Programme related issues (Mr. Ajit Acharya)
12. Any other issues

The following points were discussed: -

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Admission

Mr. D P Rath submitted the admission report till date.

Brand building presentations have been conducted across Odisha at 495 colleges.

Location Covered: Western Odisha-60 colleges, North Odisha-60 Ganjam-29 colleges, Gajapati-12, Koraput-31, Raygada-14, Andhra Pradesh-89, Bihar & Jharkhand-102

Total no. of student database collected: 38413. After scrutiny 30326 students are allotted CUEE registration no. (B.Tech- 23339, B.Sc. Ag-5096, Diploma-1786, B.Tech LE-105

98 students have registered through online application

CUEE test will be conducted on 17th April 2016

Billboards have been fixed in 34 locations

The meeting was held with Dean-B.Arch(19th Feb) and, Dean-Basic Science(2nd feb) to discuss admission related issues

Parents meeting of basic science students will be conducted on 6th March at Jatni campus.

On 16th march a meeting was held with Dr. Satyasis Mishra, M.Tech Coordinator to discuss admission strategy for M.Tech programme.

Parents meeting were also held at Berhampur on 14th Feb, Raygada on 21st Feb and at Vizayanagaram on 21st Feb.

Fee Collection: The discussion was held on collecting fee from 1st year students. The admission team mentioned that all students have submitted undertaking to pay the fee as per the schedule of University. Hence the follow up has to be made by administrative staff, Mentors to collect fee. Where ever the dispute arises, the admission team has to be informed to resolve it.



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It was decided to fix display board about schools and its programme inside the campus which would be visible for all visitors

Also a room is to be furnished for admission counseling meeting in the campus. Mr. Pragyanjit will look internal furnishing.

B.Arch

SAPAD will enroll students for NATA training with training fee of Rs.30,000/-, which will be adjusted to their course fee. If anyone fails to clear NATA, the fee will be refunded.

Placements

Mr. Shovan submitted the placements report till date.

B.Tech placements: 150 (Jatni campus: 100 and PKD campus: 50)

MBA placements: 35

Diploma Placements: 11

7 more companies are likely to come by 26th March. (3 for circuit branch and 3 for MBA)

It was reported that a company has imposed some criteria to offer placements which it was not mentioned during pre-placements offer. Such cases should be avoided and the internal members (HoDS/SMT) must be informed about such case.

Training

Training cell has planned to offer summer course (for Placements) to 2nd & 3rd year B.Tech students in the area of Programming, English and aptitude. It will be fully residential and students have to pay Rs. 5000/- towards training, lodging and boarding. Students securing more than 90% attendance in training will get refund of Rs.2500/-. All are advised to motivate students to undertake training programme.

4. Training Programme

It has been decided earlier that soft skill training(Job oriented) for students of semester 6 would be undertaken during 15 April-15 May 2016, like previous years, All the students were informed, interacted with and motivated to register.

It was reported that no student has so far registered for the course.



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After a lot of deliberations it was agreed that we would chose about 120 students who have upto one backlog. The list would be prepared and sent to the mentor concerned by Sri CB Kumar. Parents of these students would be approached through Mentors and would be requested to motivate their children to go and join the training programme of the institute during summer. All mentors of Sem 6 students to contact the parents on Monday. The HoDs would also join the campaign.

Industrial training would be allowed after 15 May for those students. Other students could join our own training programme being handled by Prof DK Sahu.

(Action CB Kumar, all HoDs and All Mentors of chosen Sem 6 students., Prof DK Sahu)

ERP

M.Sc. 2nd semester courses have not been registered in ERP due to non-availability of course code and timetable. It was advised to resolve it immediately.

Examination

As per the decision taken in conducting board meeting the external examination for skill courses will not be conducted. It will be 100% internal.

Skill courses offered by us to have matching with sector skill council curriculum and students have to be motivated to get addition certificate from SSC.

End Semester Examinations of all Schools will commence from 16 March 2016 and continue through 25 May 2016.

Examination Related issues

- a. Dr Mandal informed that the results have been received by him from qa cell and would be published on monday . It could not be published today as Prof Nanda Kishore was not available.

It was agreed that steps must be taken so as not to get any work hampered for the absence of a particular person.(Action Dr Mandal/ all HoD)



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b. Results of each student after each semester will be sent to the parents by post. Exam cell will hand over the hard copy to Admin Deptt and it will be forwarded to parents by Admin. (Action Dr Mandal and Sri CR Pattanayak)

c. Registration of students for EOD;

Since the previous EOD results have not been published before the last date of registration for next EOD , it was decided that the last date for registration will be two days after publication of results. So the present deadline is to be extended accordingly. Dr Mandal to follow up with Director QA , get the orders from him and circulate to all. (Action Dr Mandal)

d. Dr SK Mandal is the Single Point of Contact for all examination-related matters and would answer to every query on exam from students.

5 Annual Maintenance of Laboratory

Annual maintenance of all the laboratory equipment would be done during summer. The purpose is to get each faculty well acquainted with each equipment in the department. (Action All HoD, Faculty in-charge of each Lab)

6. Domain based FDP and Skill based FDP

During summer at least two FDPs should take place in each department and the duration of each should not be less than 5 days.

The present faculty handling/trained on skill courses would organise an FDP on the subject for all other faculty of the department.

The meeting was adjourned with thanks to all members.