



**Centurion**  
**UNIVERSITY**  
*Shaping Lives...  
Empowering Communities...*

**Centurion University of Technology and Management, Paralakhemundi**  
**School of Engineering & Technology**

**IQAC-NAAC CELL**

**IQAC MEETING MINUTES - 7**

Venue: JITM BOARD ROOM

Date: 05.02.2014

Time: 3.30 P.M.

**Members Present:**

1. Prof.D.N.Rao-Vice-President
2. Dr.Anita Patra-Dean-SoET
3. Dr.M.L.Narasimham-Dean-Academic\
4. Dr.C.R.Rao.Member
5. Dr.S.P.Nanda- Asso.Dean -SoET
6. Mr.Sandipan Pine-HOD-EEE
7. Mr.K.Madhava Rao- HOPD- EEE
8. Mr. Prafulla Kumar Panda- -HOD-Civil
9. Mr.Arun Manohar-HOD-Mech
10. Dr.Achut Kumar Panda Iqac Coordinator

**Agenda**

- Placement Internship
- Newsletter of JITM/CUTM
- Improvement & Back paper Examination (New Policy of CUTM):
- Student feedback regarding the syllabus
- Identification of external examiners
- Effective conduct of Tutorial classes and use of E-materials

- NPTEL courses at JITM  
The meeting of IQAC Cell, JITM Campus, Centurion University was held and the following resolutions were taken by the Board
- **Placement Internship:** Dean SoET has informed in the meeting that, some of the final year students were sent to various Industries for project/ Internship for the fulfillment of 8th Semester course, and they are permitted to be away from the campus from 11th Jan onwards-to-25th March 2014.
- All the HoDs were requested in the meeting to send the information about their department achievements for publishing in News letter of JITM/CUTM as per the format provided through E-Mail and send to the same to the E-Mail ID [newsletter@cutm.ac.in](mailto:newsletter@cutm.ac.in)
- All the members were briefed about the New Policy of CUTM Examination system .In this system the students who are having backlogs should write their Backlog / improvement Examinations along with the regular students only: However, a system of **Tatkal Backlog/ Improvement Examinations** will be started. Under this system, the students have to personally schedule their own Backlog/ Improvement examinations with a 15 days' notice. Such examinations will be conducted **only on Sundays** with two sessions per day. The examination fee will be Rs. 3000/- per paper. The detailed guidelines regarding the Tatkal Examination will be notified by April 2014.
- The HoDs should collect the student feedback regarding the syllabus as per the detailed mail sent in this regard by Dean SoET. The compiled feedback and suggestions/ action plans from the HoD should reach the Dean SoET by 8.02.14.
- All the HoDs were also advised to start identifying the external examiner for the Project presentations starting from 25<sup>th</sup> March to 12<sup>th</sup> April 2014.
- All the HoDs were requested to ensure one Tutorial class per one week for all semester classes. The faculty members should use TAB for conducting such tutorial class for the 2<sup>nd</sup> & 4<sup>th</sup> semester class work.
- HOD-ECE has informed in the meeting regarding the NPTEL online Job oriented courses. The certification courses are available in Computer Programming, Data Structures and Algorithms. The course duration is of 10 weeks which starts from 3<sup>rd</sup> March 2014. For these courses Mr.Prabhat Patnaik and Mr.G.Girish were nominated as mentors for the JITM campus. They informed in the meeting that final assessment test will be conducted by the TCS.

The meeting ended with vote of thanks by Dr.Achut Kumar Panda IQAC coordinator.