



**MINUTES OF THE IQAC ADVISORY COMMITTEE MEETING HELD IN THE
VICE-CHANCELLOR'S CONFERENCE HALL ON 02.07.2022 at 3.00 P.M.**

The sixth meeting of the IQAC, Ravenshaw University, Cuttack, was held on 02-07-2022.

The following Members were present

1.	Prof. Sanjay Kumar Nayak, Vice-Chancellor, Ravenshaw University	Chairperson
2.	Prof. Luna Samanta, Zoology	Member
3.	Prof. Soumendra Kumar Naik, Botany	Member
4.	Dr. Manoj Kumar Das, Economics	Member
5.	Dr. Urmishree Bedamata, English	Member
6.	Dr. Sabita Nayak, Chemistry	Member
7.	Dr. Sanjeeb Kumar Dey, Commerce	Member
8.	Dr. Jajneswar Sethi, Political Science	Member
9.	Dr. Ashok Dansana, Education	Member
10.	Registrar, Ravenshaw University	Member
11.	Controller of Examinations, Ravenshaw University	Member
12.	Comptroller of Finance, Ravenshaw University	Member
13.	Prof. Bharati Behera -from Local Society	Representative from local Society
14.	Ms. Asha Divyasingh, Economics Student	Student
15.	Prof. Padan Kumar Jena - Alumni	Alumnus
16.	Mr. Pankaj Lochan Mohanty, MD, MGM Industries - Employer	Industrialist
17.	Dr. Arun Kumar Samal, Associate Professor in Education, Rajdhani College, Bhubaneswar— Stakeholder	Stakeholder
18.	Mr. Santosh Kumar Gantayat, former GM (Project), Ramco Cements, Bhubaneswar - Industrialist	Industrialist
19.	Prof. Pradipta Kumar Mohapatra, Botany	Member
20.	Prof. Sambit Panigrahi, Director, IQAC	Member Secretary

Agenda

1. Action-taken Report on the resolution of fifth IQAC Advisory Committee meeting.
2. Overall Discussion on Roles and Responsibilities of the IQAC

3. Annual Report of the university for the academic session 2021-22
4. Approval of AQAR 2021-22
5. Plan of Action for teaching and research during COVID-19 Pandemic
6. Other matters, if any with the permission of the Chair

At the outset, honourable Vice-Chancellor of Ravenshaw University, Prof. Sanjay Kumar Nayak extended a warm and hearty welcome to all the members of IQAC Advisory Committee and initiated discussion on the proposed agenda.

After briefly outlining the roles, responsibilities and the modus operandi of the IQAC Cell, Director, IQAC, Prof. Sambit Panigrahi, presented a detailed report on the steps and initiatives undertaken by the IQAC towards quality enhancement in the respective areas of academics, research activities and administrative functions of the university during the academic session 2021-22, part of which was deeply affected by the catastrophic COVID Pandemic. Prof. Panigrahi apprised the committee of various quality-enhancing activities undertaken by the IQAC during 2021-22 academic session that include online and off line seminars, workshops and symposiums organized by the IQAC as well as the departments. The following quality improvement initiatives were undertaken by the IQAC during the mentioned academic session.

Quality initiative Activities	Date	Participants
Workshop on Research Methodology	18.04.2022	Teachers & PhD students of the university
Workshop on How to Write a Project	24.04.2022	Teachers of the university
Workshop on Leadership Creation	27.05.2022	Teachers of the university
Workshop on How to prepare an Annotated Bibliography	29.05.2022	Research scholars of the university
Workshop on Data Collection in a Field Study	31.05.2022	Research Scholars of the university

The IQAC Advisory Committee was apprised of the preparation of the university's Annual Report, of its intellectual outputs in the forms of publications of research papers and books by the faculty members, of its introduction of a prompt and timely examination and evaluation mechanism, of its digital up-gradation of the central library, etc. Thereafter, the Student-Feedback report, and the summary of feedbacks of other stakeholders were presented by the director and were discussed. There was a discussion on the AQAR 2021-22 to be submitted to the NAAC. After prolonged discussions and deliberations on the IQAC's future Action Plan, the following important resolutions were taken:

Resolution:

1. Internal Quality Assurance Cell shall be properly represented by faculty members and ministerial staff to assist Director, IQAC for the compilation of data and documents and for the transmission of the same to the IQAC in compliance with the requirements of NAAC's revised guidelines.

2. IQAC shall conduct workshops at regular intervals to evaluate and eradicate lapses, if any, in all relevant areas of teaching and research and shall maintain the best practices in its institution for effective production and dissemination of knowledge.

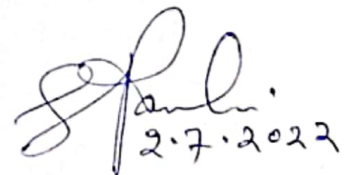
3. IQAC shall readily identify the loophole-areas of assessment and shall explore the possibilities for compliance in active collaboration with statutory bodies of Ravenshaw University, if need be.

4. All the individual departments shall conduct seminars and training programmes for students and faculty with an aim to identify, encourage and nurse young talents. The members stressed on the effective implementation of quality improvement initiatives and assess the impact of such programmes. The members also advised the director IQAC for proper documentation of the students' performance and progression.

5. All departments shall complete their academic and administrative audit up to 2021-22 within a period of next one month and the audit report will be placed in the next Advisory Meeting.

7. The IQAC shall register the academic achievements of faculty members. For the mentioned purpose, the faculty members will furnish documentary evidences in terms of their publications, seminar presentations, project works, awards or recognition received, etc.

The meeting ended with a formal vote of thanks to the chair



2.7.2022

Director IQAC

Director, IQAC
Ravenshaw University
Cuttack