

OP JINDAL UNIVERSITY, PUNJIPATHRA, RAIGARH

Internal Quality Assurance Cell (IQAC)

Ref. No.: OPJU/IQAC/2023/16

Date: 26/04/2023

Minutes of the Meeting

The IQAC meeting with all team members is held on 26th April 2023 at 11:00 AM in the conference room (F-14). The list of members attended the meeting is attached.

The Agenda of the Meeting was related to quality improvement in the academics, alternative sources of energy, NEP2020, AAA audit and ABC initiatives of the University.

1. Signages and SOPs preparation for classrooms and laboratories.
2. Status of alternative sources of energy installation in the university such as solar plant, sensor based lights, LEDs, bio-gas plant, etc.
3. Status of Academic Bank of Credits (ABC) registration for credits database.
4. Review of Academic and Administrative Audit (AAA) for the session Jul – Dec 2022-23.
5. Steps to follow for NEP 2020 implementation at OPJU.
6. Any other point with permission of chair.

The meeting started with a welcome address by Director **Dr. Girish C. Mishra**.

S.No.	Agenda Point	Discussion	Action Taken Report
1.	Signages and SOPs preparation for classrooms and laboratories.	Dr. Girish Mishra has informed to team that various signages and SOPs are to be prepared for NAAC and some of them are to be updated. All committees, centre and floor plans must be prepared. Dr. Yashwant Dansena has elaborated the preparation process of SOPs and various points to take care.	All HODs and director of centres are to prepare the required data for SOPs and hand over to graphics team for signages preparation.



2.	Status of alternative sources of energy installation in the university such as solar plant, sensor based lights, LEDs, bio-gas plant, etc.	Dr. M. Kalyan Phani, Dr. Deepak Singh and Dr. J. P. Rath have shared the status of alternative sources of energy installation. It is informed that Solar plants has been installed. The prototype of sensor based lights are already in working in some corridors. The bio-gas plants are in pipeline. Mr. R. P. Pandey has also given input for solar plants and its maintenance work.	The NAAC steering committee has asked to speed up the work.
3.	Status of Academic Bank of Credits (ABC) registration for credits database.	Dr. Girish Mishra has informed to team members that students registrations are being done and in future without ABC registration identification numbers, no mark sheets will be issued.	All HODs are requested to complete the registration process for the ABC program for all students for their respective departments.
4.	Review of Academic and Administrative Audit (AAA) for the session July -Dec 2022-23.	Dr. Deepak Singh has informed that the AAA audit is already completed in all departments. The auditors of different departments have visited their allotted respective department and audited the report and suggested various points for improvements. Dr. Dhanesh Singh has shared his view on AAA audits. He has shared his experience of NAAC team visit to his organization and discuss about different criteria in length. Dr. R. D. Patidar has shared his concern and suggested some techniques for data collections and verification for NAAC.	Dr. Deepak Singh is asked to prepare a detailed report of all AAA audits.



5.	Steps to follow for NEP 2020 implementation at OPJU.	Dr. B. Panda is preparing the schemes for all the schools as per the UGC guidelines.	Dr. B. Panda is asked to complete the schemes by 15 th May 2023.
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After concluding the meeting, **Dr. Girish C. Mishra**, the Director of IQAC, gave a formal vote of thanks and assured the team that the University would make every effort to incorporate the suggestions provided and strive towards achieving an NAAC A+ grade.



(Dr. Girish C. Mishra)
Director, IQAC-OPJU



Meeting Snapshots

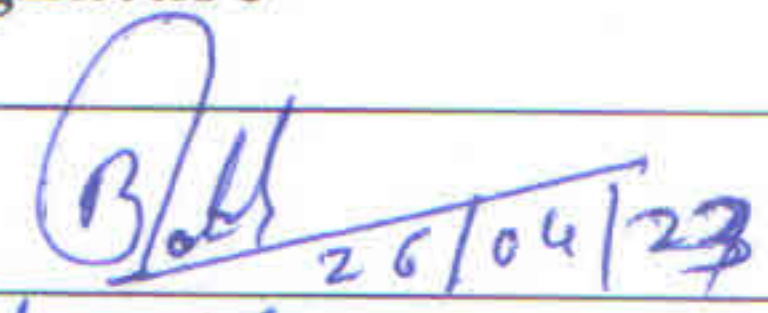
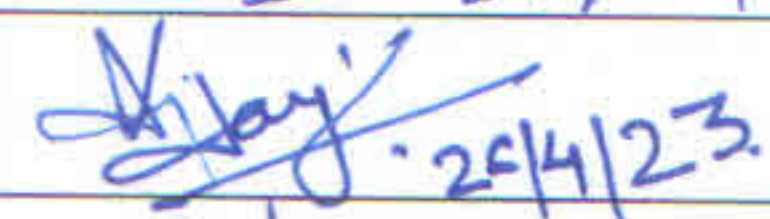
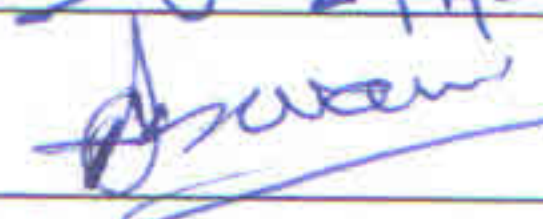







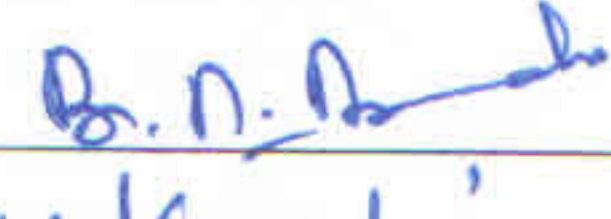












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Meeting Attendance Sheet

Date & Time: 26.04.2023 || 11:00 AM

Venue: F-14, Video Conf. Room

Sr. No.	Name of the participant	Designation	Signature
01.	Dr. R.D. Patidar	Vice Chancellor	
02.	Mr. Anurag Vijaywargiya	Registrar	
03.	Dr. Saket Jeswani	Prof. & Asst. Dean - SOM	
04.	Dr. S. Das	Prof. & Head - Metallurgical	
05.	Dr. Girish C. Mishra	Director - IQAC	
06.	Dr. S.S. Chakraborty	Prof. & Head - Mechanical	
07.	Dr. J.P. Rath	Assoc. Prof. - SOM	
08.	Dr. Mahasakti Mahapatra	Head - CIVIL	
09.	Dr. Yashwantrao Jadhav	ACM - Horticulture (JPD)	
10.	Dr. Deepak Singh	Dy. Director (IQAC)	
11.	Dr. B.P. Panda	Professor, SOM	
12.	Dr. M. Kalyan Phani	Coordinator, NAALSC	
13.	Mr. Hrishukesh Shastri	Scientific officer, CSTPD	
14.	Dr. Manish Sharma	Librarian	
15.	Dr. Amit Paras	Dy Director - sports	
16.	Dr S. K. Singh	Professor (Humanities)	
17.	R.P. Pandey	DGM - HR, JPL	
18.	Dr. Shoushik Saha	A.P. Chemistry	
19.	Dr. Madhusudan Rao	Professor + HoD	
20.	Dr. Rakesh Nayak	Professor & HoD	
21.	Himil Kumar Saha	Head - PLM	
22.	Mr. Kusan Shaker	Alumni Member	