

Ref No OPJU /3<sup>rd</sup> Oct/2018 -19/ MOM/4/F29

Date: 3<sup>rd</sup> October 2018

**Minutes of Meeting**

**Meeting of Internal Quality Assurance Cell (IQAC)**

A meeting of Internal Quality Assurance Cell (IQAC) was held on 3<sup>rd</sup> October 2018 at 4.00 p.m. in the meeting room of Dean SoE/SoS office to discuss following agenda:

**Agenda:**

1. To discuss NAAC work


Following members were present;

1. Dr. P.S. Bokare & Dr R.D .Patidar	Dean SoE/SoS & Registrar OPJU respectively
2. Dr Ashok Srivastava	HoD Department of Metallurgy
3. Mr. Nandalal Acharjee	Department of Metallurgy
4. Mr. Mukesh Desai	Department of Mechanical
5. Ms. Mahashakti Mahamaya	Department of Civil
6. Mr. Pradeep Singh Chauhan	Department of Electrical
7. Mr. Arvind Singh Chandel	Department of Computer Science
8. Dr Saumya Singh	School of Science

**Agenda 1. NAAC work**

**Following points were discussed and decided:**

1. Members **Dr Saumya Singh, Dr Mahashakti and Mr Nandalal Acharjee** presented their understanding and discussed the progress of their workload based on the Criteria allotted to them
2. **Dr. R.D Patidar, Registrar,** suggested to schedule a meeting of **Academic Council before in last week of October 2018, immediately after Industry Academia Conclave.**

  
5-10-18




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3. The IQAC decided to initiate following programs on;
  - a. Awareness on **Sexual Harassment laws and Women Empowerment** involving all staff (teaching and non-teaching).
  - b. The IQAC also advised Dr Saumya Singh to document **interdisciplinary programmes** which were conducted in OPJU at central level. E.g,
    - i. **Digital India Awareness programme**
    - ii. **Voting awareness programme**
4. **IQAC decided to initiate** Stakeholders' feedback (students, parents, Faculty members and staff members, employers and alumni) as a regular feature at OPJU.
5. Dean office will keep a **hard disc** and all NAAC members are most welcome to come and feed in their work data as the hard disc at Dean office can act as a **safety buffer**.

The next IQAC meeting is scheduled on **10<sup>th</sup> October 2018, Wednesday at 3.30 pm** wherein presentation on progress of criteria numbers are 4, 5 and 7 will be taken up.

The meeting ended with vote of thanks

  
**Dr P.S. Bokare**  
Dean, SoE/SoS

