

OP Jindal University, Punjipathra, Raigarh Internal Quality Assurance Cell (IQAC)

Ref. No.: OPJU/IQAC/2022/05

Date: 08/04/2022

Minutes of the Meeting

The IQAC meeting was held on 8th April 2022 at 11 am in the conference room. The following members attended the meeting:

Sr. No.	Name of Person		Designation
1	Dr. R. D. Patidar, Hon. Vice Chancellor, OPJU		Chairman, IQAC
2	Dr. Ashok Bhansali, Professor and HoD, CSE		Director, IQAC
3	Mr. Anurag Vijaywargiya, Registrar, OPJU		Senior Members of Administration
4	Mr. Kiran Thakur		Representative of Alumni
5	Dr. Girish Mishra, Prof and Asst. Dean, SoS		Representatives of Teachers
	Dr. S. Jeswani, Asso. Prof. and HoD, SoM		
	Dr. Rakesh Nayak, Professor, CSE		
	Prof. R. N. Shukla, Sr. Asst. Professor, Computer Science and Engg. Dept.		
	Dr. Srikant Prasad, Prof. and HoD, Electrical Engg. Dept.		
6	Dr. Lav Kumar Patel	Librarian	
7	Dr. Amit Paras	Assistant Director Sports	
8	Dr. Surendra Dwivedi	Hostel Warden	
9	Dr. Ajit Kumar Singh	Asst. Professor, Dept. of Mechanical Engg.	
10	Dr. Deepak Singh	Associate Professor, Dept. of Electrical Engg.	
11	Dr. J. P. Rath	Asst. Professor, School of Management	
12	Dr. M. Kalyan Phani	Associate Professor, Dept. of Metallurgical Engg.	
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The Agenda of the Meeting was:

- 1. Syllabus and Curriculum
- 2. Academic and Administrative Audit
- 3. Feedback System for Curriculum Design
- 4. Mentor-Mentee Activity



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The meeting was chaired by Dr RD Patidar, VC and Chairman, IQAC and started with a welcome address by Dr. Ashok Bhansali, Director, IQAC and followed by a presentation about the agenda points of the meeting.

The following points were discussed in the meeting:

- All departments (SoE, SoS, and SoM) will update and submit their own POs, PSO, COs and mapping to the NAAC committee by 16th April 2022. NAAC committee will check and then these will be updated in Moodle and OPJU website by 22nd April 2022.
- A format for Academic and Administrative Audit (AAA) is to be revised and will be prepared by 17th April 2022. IQAC committee in consultation with VC/Registrar will share the list of auditors to departments by 20th April 2022. All the departments have to complete and submit the AAA report by 5th May 2022.
- 3. A feedback committee was formulated for structured feedback system of curriculum design. The committee members will be Dr. G. Madhusudan Rao (Professor, Electrical Engg. Dept.), Dr. Biranchi Prasad Panda (Professor, School of Management), and Dr. Bhupesh Kumar Dewangan (Associate Professor, Computer Science and Engg. Dept.). The committee will share the format for feedback system by 25th April 2022.
- A Standard Operating Prodedure (SOP) for updating the Mentor-Mentee scheme is to be prepared by 15th April 2022. Dr. Ashok Bhansali and Dr. Surendra Dwivedi will be the responsible person to design the format.

The meeting ended with formal vote of thanks by Director-IQAC, Dr. Ashok Bhansali and assured that the university will put best effort to incorporate those suggestions.

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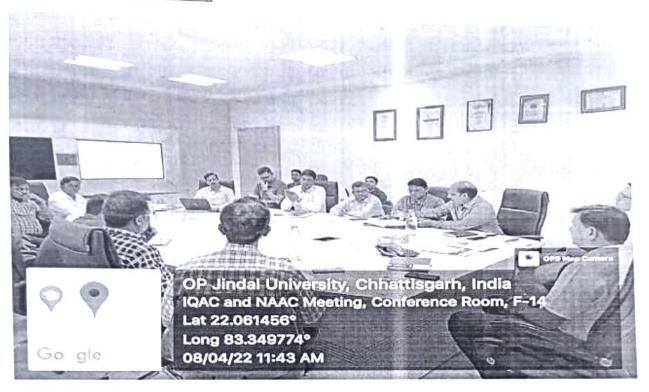
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(Dr. Ashok Bhansali) Director, IQAC-OPJU





Snapshots of the IQAC Meeting







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