

OP JINDAL UNIVERSITY, PUNJIPATHRA, RAIGARH

Internal Quality Assurance Cell (IQAC)

Ref. No.: OPJU/IQAC/2024/03

Date: 29/08/2024

Minutes of the Meeting

The IQAC meeting with all team members is held on **29th August** at **10.00 am** at ground floor meeting room.

The meeting was to discuss the following agenda points for the quality improvement in **academics**, preparation for the **AQAR**, **course evaluation**, **NEP implementation** and the university's **teaching and learning processes**.

1. NEP based curriculum
2. Encouraging NPTEL Courses to the students and Credit transfer
3. NABL certification
4. Establishment of Skill Centres
5. Conduction of AAA audit for the session of Jan-June 2024
6. Various expected number of events and requirements for Annual Quality Assurance Report (AQAR).
7. Proposed uniform report format for different events such as STTP/Workshop/ FDP/etc.
8. Reskilling and upskilling of faculties and students with industry exposure.
9. Practical projects for students
10. Proposed examination reforms (dual question papers and modifications in evaluation rubrics)
11. Any other point with permission of chair

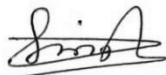
As the event commenced, Dr. M. Kalyan Phani, Director of IQAC, warmly welcomed the attendees, setting a gracious tone for the gathering. He expressed his gratitude for their presence and highlighted the significance of the meeting, stressing the importance of collaboration throughout the proceedings. Following his remarks, Dr. Deepak Singh, the Deputy Director, presented the agenda to the members.

S.No.	Agenda Point	Discussion	Action Taken Report
1	NEP based curriculum	Dr. R.D. Patidar, Vice Chancellor, has recommended organizing a one-day workshop on NEP implementation at OPJU. Dr. M. Kalyan Phani informed the members that	Responsibility: All HoDs

		several key areas of the NEP, including 4-year degree courses, Indian Knowledge Systems (IKS), regional languages, and value-added courses (VAC), have already been implemented in various programs. He emphasized the need to introduce more courses on yoga, skill development, and other relevant topics. Dr. Deepak Singh assured that the workshop would be planned in the near future.	
2	Encouraging NPTEL Courses to the students and Credit transfer	Dr. Siddharth Chakrabarti, the Dean of Academics, informed the members that OPJU students performed exceptionally well in NPTEL during the last semester, with many earning Elite certifications. For the current semester, he encouraged and directed department heads to increase student participation in NPTEL.	Responsibility: All HoDs
3	NABL certification	Dr. M. Kalyan Phani, Director of IQAC, and Dr. Siddharth Chakrabarti, Dean of Academics, announced that 2-3 departments are currently preparing for NABL certification. This initiative is expected to enhance our ability to secure consultancy projects in the future.	Responsibility: HOD Mech, HOD Meta. and HOD Civil
4	Establishment of Skill Centres	Vice Chancellor Dr. R.D. Patidar has suggested that all departments prepare proposals for skill centers in various domains. He informed that the infrastructure for these centers will begin construction soon.	Responsibility: All HoD,
5	Conduction of AAA audit for the session of Jan-June 2024	Dr. M. Kalyan Phani, Director of IQAC, informed the team that the Academic Administrative Audit (AAA) for the January-June 2024 session will commence on September 3, 2024. The auditors will conduct the audit after September 15, 2024. Dr. Deepak Singh, Deputy Director, mentioned that modifications have been made to the AAA form to improve data collection.	Responsibility: IQAC

6	Various expected number of events and requirements for Annual Quality Assurance Report (AQAR).	Dr. M. Kalyan Phani, Director of IQAC, informed that following NAAC accreditation, an Annual Quality Assurance Report (AQAR) must be submitted to the portal each year. To achieve a high score, it is essential to maintain an adequate number of activities, research papers, and projects. Specific targets for this semester will be shared with all HODs, along with a proper tracker using Google Sheets.	Responsibility: All HoD and Directors' CoE, IQAC
7	Proposed uniform report format for different events such as STTP/Workshop/FDP/etc.	The IQAC has developed a standardized format for various events and has requested everyone to adhere to it. This will facilitate improved data collection, analysis, and feedback. The format will be shared soon. Dr. Deepak Singh, Deputy Director, suggested uploading all documents to the DigiCampus portal for online storage.	Responsibility: All faculty and staff members
8	Reskilling and upskilling of faculties and students with industry exposure.	Dr. Mahesh B, Director of CCET, announced that each month, one faculty member from each department will participate in industrial training at JSP, JPL, SSD, and similar organizations. Additionally, technical training programs are being planned for students to enhance their industrial exposure.	Responsibility: Dr. Mahesh B.
9	Practical projects for students	Vice Chancellor Dr. R.D. Patidar has encouraged all HODs to support students in working on live industry projects, writing research papers, and participating in various national and international technical events.	Responsibility: All HoD,
10	Proposed examination reforms (dual question papers and modifications in evaluation rubrics)	Dr. Girish C. Mishra, CoE, informed that a moderation committee is in place each semester to assess the quality of exam papers. He also announced that, moving forward, approximately 20% of exam papers will be prepared by external examiners to enhance examination quality. Additionally, regarding evaluation rubrics, he shared that the passing marks have been raised from 40% to 50%.	Responsibility: Dr Girish C Mishra, CoE

As the meeting drew to a close, Dr. M. Kalyan Phani, Director of IQAC, expressed heartfelt gratitude to all attendees, acknowledging their invaluable contributions. He took a moment to formally recognize their input, reaffirming the University's dedication to carefully considering the suggestions provided. Dr. Deepak Singh assured the participants that the institution would take a proactive approach in integrating these insights into its policies, emphasizing a commitment to collaboration and continuous improvement.



(Dr. Deepak Singh)
Dy. Director, IQAC



(Dr. M. Kalyan Phani)
Director, IQAC

Glimpses of Meeting:



