

PROCEEDINGS OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 24.04.2018
AT 03.00 P.M. IN THE NEW SYNDICATE HALL OF BERHAMPUR UNIVERSITY

Members Present:

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| 1. Professor Rajendra Prasad Das
Vice Chancellor, Berhampur University | Chair |
| 2. Prof. Debiprasanna Patnaik, Chairman,
P.G. Council, Berhampur University | Member |
| 3. Registrar, Berhampur University | |
| 4. Prof. Manas Ranjan Patra, Dept. of Computer Science | Member |
| 5. Prof. Arundhati Rath, Dept. of Home Science | Member |
| 6. Prof. Sukanta Trtipathy, Dept. of Physics | Member |
| 7. Prof. Sudhakar Patra, Dept. of Economics | Member |
| 8. Prof. Ramanarayan Panda, Dept. of English | Member |
| 9. Dr. Dhruva Charana Panda, Dept. of Electronic Science | Member |
| 10. Dr. T.K.Barik, Dept. of Zoology | Member |
| 11. Prof. R. M. Tripathy, Principal,
M.K. C.G Medical College, Berhampur | External Member |
| 12. Prof. Pratap K Mohanty, Director, IQAC | Member Secretary |

Dr. Pradeep Kumar Panigrahy, Hon'ble, M.L.A Gopalpur, Capt. Sandeep Agrawal, Chief Operating Officer, Gopalpur Ports, LTD, Dr. R.K. Das Technical Director and Scientist-E, NIC Berhampur and Prof. R.K. Mishra, Dept. of Electronic Science, Berhampur University could not attend the meeting.

Business Transacted:


All the members were welcomed. The Vice Chancellor -cum-Chairman of IQAC delivered his welcome address and emphasised on the proper documentation for each and every event organised by the university. He also explained how IQAC functions can be made easier and the role of IQAC to sustain and enhance quality in the academic and administrative matters of the university. All the members congratulated the Vice Chancellor for his painstaking effort in recruiting some of the bright faculty members in the university as well as taking up the promotion under career advancement scheme of some of the long pending cases. The effort of the Vice Chancellor and his other officials in enhancing the safety and security of the campus through construction of boundary wall, gates and deployment of security personnel at strategic points was highly appreciated by all the members. Action taken report was presented by the Director IQAC.


The following decisions were taken during the deliberations.

1. Registrar shall take steps to communicate to all the P.G. Departments, Centres, and all sections of the university to communicate their activity reports to IQAC in every month.
2. NAAC Mock visits may be organised in every quarter.
3. Director, IQAC and Director, College Development Council shall take necessary steps to sensitise the colleges to form their IQAC and to go for NAAC accreditation.
4. The main focus of the university has been to take leadership in research besides quality teaching and extension activities. The committee felt that leadership in research can be further strengthened by adopting M. Phil/Ph.D. regulations as per UGC guidelines from time to time.

5. Performance Based Appraisal System (PBAS) developed by the IQAC using the indicative template of the UGC be followed and all the teachers submit the duly filled-in PBAS proforma to the IQAC annually.
6. Online student feedback system be strengthened by incorporating examination system.
7. Separate online feedback system for teachers, alumni and employees be introduced.
8. IQAC shall act as the Documentation and Record-Keeping cell of all activities including academic, administrative and financial matters. Hence, IQAC be strengthened by inclusion of more office staff and required infrastructure facilities.
9. Preparation of AQAR and uploading data for NIRF are regular annual business. Therefore, data base on all matters, a pre-requisite to sustain and enhance quality, be created at IQAC on an annual basis. Immediate steps be taken to finalise the AQAR for the years 2015-16 and 2016-17 and submit the same to NAAC.
10. Information on all academic activities including seminars, workshops, symposium, lecture programmes conducted by various departments and university be communicated to IQAC immediately after the completion of the programme.
11. Human Resource Development Centre and the Central Instrumentation Centre be made functional at the earliest to enhance the teaching-learning process and research activities.
12. Quality enhancement activities such FDP, Skill development, placement meetings be organized by concerned cells/departments to enhance employability of the students.
13. The university after completing its fifty year journey has only twenty regular teaching departments. Therefore, it is unanimously felt that the university should take immediate steps to start some new departments.
14. University should take proactive steps to get maximum possible grant from the World Bank under CHEPEE.

The meeting concluded with a formal vote of thanks to the Chair and to all the members for their kind presence, valued suggestions and deliberation.


 (Professor Rajendra Prasad Das)
 Vice-Chancellor
 Berhampur Universit


 (Prof. Debiprasanna Patnaik)



 (Registrar)


 (Prof. R.M. Tripathy)


 (Prof. Arundhati Rath)


 (Prof. Manas Ranjan Patra)


 (Prof. Pratap K Mohanty)


 (Prof. Sukanta Tripathy)


 (Prof. Sudhakar Patra)


 (Prof. R.N. Panda),


 (Dr. D.C. Panda)

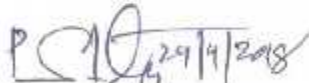

 (Dr. T.K. Barik)


INTERNAL QUALITY ASSURANCE CELL (IQAC) BERHAMPUR UNIVERSITY

ACTION TAKEN REPORT ON SUSTENANCE AND QUALITY ASSURANCE, (24.04.2018)

Suggestions	Action taken/initiated
Inclusion of five to six new members including 3-4 teachers, one alumnus and one from industry	Newly constituted IQAC now contains more number of teachers, representation from alumni and industry
Registrar shall take steps within one month for prominent display of NAAC Accreditation Certificate, 2016 in all the P.G. Departments, Centres, and all important places of the university campus as well as in all the affiliated, constituent and autonomous colleges under the university	NAAC accreditation certificate along with Kul sangeet are displayed in all P.G. Departments and important places of the university
NAAC Mock visits	IQAC has been active in conducting meetings at various affiliated colleges of the university to encourage them to go for NAAC accreditation
Role of IQAC in ensuring quality may be made clear to all the stake holder through sensitisation programme organised at different colleges	IQAC was involved in organising three such programmes at Rayagada College, KSUB College, Bhanjanagar and at NSB College, Tumudibandha
Research can be further strengthened by adopting M. Phil/Ph.D. regulations as per UGC guidelines from time to time.	University is incorporating the guidelines issued by the UGC from time to time in its M.Phil/Ph.D. Regulations which are updated from time to time.
Developing a policy against plagiarism and other ethical practices	The university is taking all necessary steps in formulation of new M.Phil and Ph.D. regulations following UGC Regulations for M.Phil and Ph.D. programme in letter and spirit
A comprehensive subject wise journal list under different categories be prepared for computation of API score.	IQAC has communicated a list of journals to UGC for its inclusion in the UGC approved lit and the concise list shall be prepared after the notification of modified/new UGC approved list of journals.
Performance Based Appraisal System (PBAS) proforma be developed by	The university finalized the PBAS proforma and PBAS were collected from the teachers and analysed and were placed before the selection committee, which met for

the IQAC using the indicative template separately developed by the UGC	selection/promotion of teachers under CAS during October, 2017.
Introduction of online feedback system for teachers, employees and alumni be introduced in addition to student feedback	IQAC is in the process of finalization of online feedback questions and shall collect the feedback very soon.
Inclusion of Deputy Director of IQAC	Prof. Manas Ranjan Patro has been included as the Deputy Director of IQAC
Transmission of data/information to IQAC from all concerned departments/sections of the university	Data/information is being supplied to IQAC by all concerned departments and sections of the university
Preparation of AQAR	
AQAR for the years 2015-16 and 2016-17 are being prepared, and shall be submitted to NAAC through E-mail and uploaded in the university website very soon.	
Activities under taken for sustenance and enhancement of quality	<ul style="list-style-type: none"> ▪ Lecture programmes organised by inviting experts in various fields from India and abroad ▪ National and international conferences organised by various departments ▪ University ensured regular classes and completion of examination in time. ▪ Conduct of centralised examination and valuation for P.G. programmes introduced ▪ University is taking proactive steps to utilise the funds received from RUSA, Govt. of Odisha and other sources ▪ Resource generation and mobilisation has been the focus of the university and efforts in this direction are being taken to get funding from the World Bank ▪ University has added School of Education to its academic ambit from this academic year ▪ University has been encouraging its faculty members to have more research and consultancy project and has announced university fellowship for the existing courses in the P.G. departments.


Director, IQAC

 24.4.18
Chairperson, IQAC
Vice-Chancellor
Berhampur University