

RIT/IQAC/ Circular/2022-23/ Meeting 04

Date: 25/05/2023

Internal Quality Assurance Cell

The Internal Quality Assurance Cell (IQAC) meeting will be held on **30/05/2023** at **3:30 pm** in Board room.
The following persons are requested to attend the meeting.

Members:

1. Er Shailendra Jain, Management Representative, Honorable Secretary
2. Mr. Jayesh Karia, Management Representative, Director
3. Mr. P. Balakrishnan, Management Representative, Director
4. Dr. Pankaj Agrawal, Principal
5. Dr. D. Mukhopadhyaya, Dean (Chemical & Project), Member
6. Dr. J. H. Vyas, Professor, MBA, Member
7. Dr. Tanushree Chatterjee Associate Prof., Biotech, Member
8. Dr. Ritesh Diwan, Associate Prof., ET&T, Member
9. Dr. Vaishali Pendse, Asst. Prof., Chemical, Member
10. Mr. Vivek Sinha, Asst. Prof., CSE, Member
11. Dr. Rajeshwar Verma, Associate Prof, Mechanical, Member
12. Dr. K. K. Pathak, Asst. Prof., Physics, Member
13. Mr. Amit Kandalkar, GMO, Member
14. Mr. Niranjana Pandit, Asst Registrar, Member
15. Mr. Dakshwar Chandrakar, Head Accounts, Member
16. Mr. Priyank Jha, Alumni, Member
17. Mr. Niraj Kumar Nikkumbh, Director T&P, Member
18. Ms. Shubhika Jain, Industrialist, Director, Aditya Biotech & Research, Raipur
19. Er. Vinay Jain, Managing Director, V Create, Raipur
20. Mr. Kesav Prasad, Student B.Tech (Civil Engg.)
21. Dr. Swapnil Jain, Associate Prof., Mech. Engg., and Coordinator (IQAC),

Agenda points for Meeting are as under:-

1. Review of previous meeting
2. Activities details (Co-Curricular and Extra-curricular activities) for all the departments
3. AQAR Preparation status
4. Training and Placement details till June 2023 for the passing out batch 2023
5. Updation in Vidwan Portal
6. NPTEL swayam portal registration
7. Any other points with the permission of Chair

Copy to: All Members of IQAC

Coordinator IQAC



RAIPUR INSTITUTE OF TECHNOLOGY

(Under the aegis of Mahanadi Education Society)

Approved by AICTE, New Delhi, Affiliated to CSVTU, Bilhail



RIT/IQAC/2022-23/MOM 04

Date: 30/05/2023

Minutes of Meeting: IQAC

Meeting of IQAC was conducted on 30th May 2023 at 3:30 pm in Board Room. This meeting was attended by following members:

Attendees:

1. Dr.Pankaj Agrawal, Principal *Pankaj*
2. Dr.D.Mukhopadhyaya, Dean (Chemical & Project), Member *Di*
3. Dr.J.H. Vyas, Professor, MBA, Member *JH Vyas*
4. Dr.K K Pathak, Associate Prof., Physics, Member *K Pathak*
5. Dr.Tanushree Chatterjee, Associate Prof., Biotech, Member *Tanushree*
6. Dr.Ritesh Diwan, Associate Prof., ET&T, Member *R Diwan*
7. Dr.Vaishali Pendse, Associate Prof., Chemical Member *Vaishali*
8. Dr.Rajeshwar Verma, Associate Prof, Mechanical, Member *Rajeshwar*
9. Mr.Vivek Sinha, Asst. Prof., CSE, Member *Vivek*
10. Mr.Amit Kandalkar, GMO, Member *Amit*
11. Mr.Niraj Kumar Nikkumbh, Director T&P, Member *Niraj*
12. Mr.Priyank Jha, Alumni, Member *Priyank*
13. Ms.Shubhika Jain, Industrialist, Director, Aditya Biotech & Research , Raipur *Shubhika*
14. Mr.Kesav Prasad, Student B.Tech (Civil Engg.) *Kesav*
15. Dr.Swapnil Jain, Associate Prof., Mech. Engg, Coordinator (IQAC)

The following points were discussed:

| S. No. | Points Discussed | Action Plan | Target Date | Responsibility |
|--------|--|---|-----------------------|-------------------------------------|
| 1 | Review of previous meeting | Coordinator, IQAC explained the action taken report of the previous meeting. | -- | IQAC Committee and Registrar Office |
| 2 | Activities details (Co-Curricular and Extra-curricular activities) for all the departments | Report has been presented in front of all the members of IQAC regarding the Departmental Activities Conducted in the month of May 2023. | 30 th May | All Hods |
| 3 | AQAR Preparation status | All the Hods & Criterion In charges are instructed to prepare and submit the report session 2022-23. | 14 th June | All Hods |

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| S. No. | Points Discussed | Action Plan | Target Date | Responsibility |
|--------|---|--|----------------------|--------------------------|
| 4 | Training and Placement details till May 2023 for the passing out batch 2023 | Director T&P will send the updated list of placed students (passing out batch 2023). | 5 th June | Mr. Niraj Kumar Nikkumbh |
| 5 | Updation in Vidwan Portal | Updation in Vidwan Portal has been discussed and decided that every faculty member will timely update the Vidwan portal | — | All Hods |
| 6 | NPTEL Swayam portal registration | <ul style="list-style-type: none">NPTEL Swayam portal registered students count and exam registered students' details have been submitted in IQAC by Mr. Uma Shankar Patel. IQAC members are agreed to increase the participation of students and Faculties in NPTELRegistration in NPTEL portal has been started so suggested all the HoDs to motivate the faculty members and students to register themselves in NPTEL course module and try to get the certificate by clearing the examination | — | Mr. Uma Shankar Patel |
| 7 | ABC (Academic Bank of Credit) registration | ABC (Academic Bank of Credit) registration for all students is compulsory. | July-August | All Hods |

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Coordinator IQAC



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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 30th May, 2023 at 3:30 pm in Board Room

ACTION TAKEN REPORT

| S. No. | Action Plan | Action Taken |
|--------|--|---|
| 1. | Coordinator, IQAC explained the action taken report of the previous IQAC meeting. | Last meeting agenda was discussed. |
| 2. | Report has been presented in front of all the members of IQAC regarding the Departmental Activities Conducted in the month of May 2023. | Industrial visit ,National Institute of Securities Market (An educational initiatives of SEBI) |
| 3. | All the Hods & Criterion In charges are instructed to prepare and submit the report session 2022-23. | All the criteria incharges are instructed to complete the data for submission of AQAR in the month of June-23 |
| 4. | Director T&P will send the updated list of placed students (passing out batch 2023). | List of placed student data details till May 2023 submitted by Mr. Niraj Kumar Nikkubh |
| 5. | Updation in Vidwan Portal has been discussed and decided that every faculty member will timely update the Vidwan portal | Vidwan Portal updated by every faculty member |
| 6. | <ul style="list-style-type: none">NPTEL Swayam portal registered students count and exam registered students' details have been submitted in IQAC by Mr. Uma Shankar Patel.IQAC members are agree to increase the participation of students and Faculties in NPTELRegistration in NPTEL portal has been started so suggested all the HoDs to motivate the faculty members and students to register themselves in NPTEL course module and try to get the certificate by clearing the examination | <ul style="list-style-type: none">NPTEL Swayam portal 147 number of student registered till 30th May 2023All faculties registered in NPTEL portal and 2 faculty member certified. |
| 7. | ABC (Academic Bank of Credit) registration for present students is compulsory. | All students are instructed to complete the registration. |

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Coordinator IQAC

