



RAIPUR INSTITUTE OF TECHNOLOGY

(Under the aegis of Mahanadi Education Society)
Approved by AICTE, New Delhi, Affiliated to CSVTU, Bhilai



RIT/IQAC/Circular/2023-24/Meeting/01

Date: 26/09/2023

Internal Quality Assurance Cell

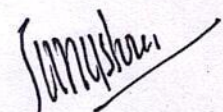
The Internal Quality Assurance Cell (IQAC) meeting is scheduled on 30.09.2023 at 3:30 pm in Board Room. All members are requested to attend the meeting.

Members:

1. Er. Shailendra Jain, , Honorable Secretary, Management Representative,
2. Mr. Jayesh Karia, Director, Management Representative,
3. Dr. Balakrishnan P., Director, Management Representative
4. Mr. Niraj Nikumb, Director (T&P), Member
5. Dr. Pankaj Agrwal, Principal, Chairperson
6. Dr. D. Mukhopadhyay, Dean (Chemical & Project)
7. Dr. Ritesh Diwan, Associate Prof., ET&T, Member
8. Dr. Rajeshwar Verma, Associate Prof, Mechanical, Member
9. Dr. K.L Motghare, Associate Prof, Mechanical, Member
10. Dr. K.K Pathak, Associate Prof., Physics, Member
11. Dr. Vaishali Pendse, Associate Prof., Chemical, Member
12. Mr. Gopesh Dawda, Asst. Prof., Civil, Member
13. Mr. Mahdev Bag Asst. Prof., CSE, Member
14. Mr. Ashwini Bhoi, Asst. Prof., Mechanical, Member
15. Mr. Niranjan Pandit, Asst Registrar, Member
16. Mr. Priyank Jha, Alumni
17. Ms. Yashwini Meshram, Student Member

Agenda points for Meeting are as under:-

1. Review of Previous Meeting
2. AQAR Preparation Status (2022-2023).
3. Activity List and one Page Report of Session 2022-23
4. Project Allotment and Mapping
5. Training and Placement Details (2022-2023).
6. Vocational Training Report and Details.
7. International Conference Proposed in Nov-Dec 2023.
8. BIS Orientation Program and BIS Club Formation.
9. IIC Status.
10. M.Tech Thesis Submission Details.
11. Any Other Points with the Permission of the Chair.


Dr. Tanushree Chatterjee
Coordinator - IQAC

Copy to: All Members of IQAC





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RIT/IQAC/MOM/2023-24/ 01

Date: 30/09/2023

Minutes of Meeting: IQAC

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

Attendees:

1. Er. Shailendra Jain, , Honorable Secretary, Management Representative, *Jain*
2. Mr. Jayesh Karia, Director, Management Representative, *Jayesh*
3. Dr. Balakrishnan P., Director, Management Representative, *Balakrishnan*
4. Mr. Niraj Nikumb, Director (T&P), Member, *Niraj*
5. Dr. Pankaj Agrwal, Principal, Chairperson, *Pankaj*
6. Dr. D. Mukhopadhyay, Dean (Chemical & Project)
7. Dr. Ritesh Diwan, Associate Prof., ET&T, Member
8. Dr. Rajeshwar Verma, Associate Prof, Mechanical, Member, *Rajeshwar*
9. Dr. K.L Motghare, Associate Prof, Mechanical, Member, *Motghare*
10. Dr. K.K Pathak, Associate Prof., Physics, Member, *Kathak*
11. Dr. Vaishali Pendse, Associate Prof., Chemical, Member
12. Mr. Gopesh Dawda, Asst. Prof., Civil, Member, *Gopesh*
13. Mr. Mahdev Bag, Asst. Prof., CSE, Member
14. Mr. Ashwini Bhoi, Asst. Prof., Mechanical, Member, *Ashwini*
15. Mr. Niranjan Pandit, Asst Registrar, Member, *Niranjan*
16. Mr. Priyank Jha, Alumni, *Priyank*
17. Ms. Yashwini Meshram, Student Member, *Yashwini*

The following points were discussed:

SN	Points Discussed	Action Plan	Target Date	Responsibility
1.	Review of Previous meeting	Coordinator, IQAC explained the action taken report of the previous meeting.	--	IQAC Coordinator
2.	AQAR Preparation status (2022-2023).	AQAR to be uploaded in Portal	15.12.2023	IQAC members
3.	Activity List and One page report of session 2022-23	All the departments have to submit the activities report	12.10.2023	All Hods
4.	Project Allotment and Mapping	All the Hods are instructed to allot the project in the starting of session.	8.10.2023	All Hods
5.	Training and Placement Details (2022-2023).	Director T&P will send the updated list of placed students (passing out batch 2023) & plan for industrial visit.	03.10.2023	Director (T&P)





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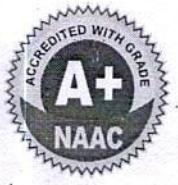
SN	Points Discussed	Action Plan	Target Date	Responsibility
6.	Vocational Training Report and Details.	All the departments have to submit the vocational training report with details.	03.10.2023	All Hods & Directed (T&P)
7.	International Conference Proposed in Nov-Dec 2023	Planning to conduct the International Conferences in Dec 2023.	15.12.2023	All the department
8.	BIS Orientation Program and BIS Club Formation.	Discussion on conduction of orientation.	03.10.2023	Dr. Tanushre Chatterjee
9.	IIC status	Review of projects under IIC.	...	Dr. Rajeshwer Verma
10.	M.Tech thesis submission details.	Department of Chemical, ET&T, Mechanical and CSE have instructed to submit the details.	03.10.2023	Respective Department

Tanushre
Dr. Tanushre Chatterjee
Coordinator – IQAC



Copy to:

- 1) All Members of IQAC



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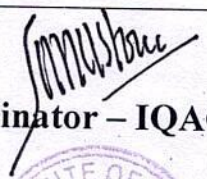


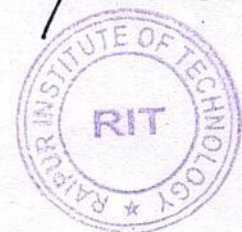
INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 30th Sept. 2023 at 3:30 pm in IQAC Room

ACTION TAKEN REPORT

S. No.	Action Plan	Action Taken
1.	Review of Previous meeting	Last meeting agenda was discussed and work progress was assessed.
2.	AQAR Preparation status (2022-2023).	Data collection on progress
3.	Activity List and One page report of session 2022-23	All department submitted
4.	Project Allotment and Mapping	Project details submitted with mapping
5.	Training and Placement Details (2022-2023).	Placement of 2022-23 batch details updated Plan of industrial visit.
6.	Vocational Training Report and Details.	All departments submitted the vocational training report and details.
7.	International Conference Proposed in Nov-Dec 2023	Planning to conduct the International Conferences in Dec 2023.
8.	BIS Orientation Program and BIS Club Formation.	BIS club formed and orientation program conducted
9.	IIIC status	Review of projects under IIIC and motivate student to publish paper.
10.	M.Tech thesis submission details.	All department submitted the M.Tech thesis submission details.


Coordinator – IQAC



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