



PROCEEDINGS OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC) UTKAL UNIVERSITY

A meeting of IQAC, Utkal University was held on 16th December, 2021 at 3.30pm in the Syndicate hall of the new administrative building, Utkal University. The following members were present in the meeting.

1. Prof. Sabita Acharya, Vice-Chancellor, Utkal University in Chair
2. Prof. Asoka Kumar Das, Vice Chairperson, Odisha State Higher Education Council OHEC, Odisha (Special Invitee)
3. Prof. Basanta Kumar Mallik, Chairman, P. G. Council, Utkal University
4. Prof. Ajay Kumar Parida, Director, ILS, Bhubaneswar
5. Dr B.K. Satpathy, Former Executive Director, NALCO
6. Prof. Ranjan Kumar Bal, Former Chairman PG Council & Director IQAC, Utkal University
7. Prof. Susmit Prasad Pani, Executive Members of Odisha State Higher Education Council (OSHEC)
8. Mr Surendra Kumar Sahoo, Comptroller of Finance, Utkal University
9. Mr Sarat Kumar Majhi, Controller of Examinations, Utkal University
10. Prof. Jagneswar Dandapat, Director R &D, Utkal University
11. Prof. Nigamananda Das, Coordinator WB and Director CDC, Utkal University
12. Dr S. K. Badamali, Director Students Welfare, Utkal University
13. Prof. Bidhu Bhusan Mishra, Director Human Resource Development Council, Utkal University
14. Prof. Prabodh Kumar Hota, Coordinator RUSA, Utkal University
15. Prof. Navaneeta Rath, Dept. of Sociology, Utkal University
16. Prof. Bhaswati Patnaik, Dept. of Psychology, Utkal University
17. Dr Mrutyunjaya Panda, Dept. of Computer Science, Utkal University
18. Dr Madhuchhanda Mohanty, Dept. of PMIR, Utkal University
19. Dr Rudranarayan Mohapatra, Dept. of Odia, Utkal University
20. Dr Ajit Kumar Sahoo, Dept. of History, Utkal University
21. Dr Seema Mallik, Dept. of Political Science, Utkal University
22. Dr Jyotsnarani Pradhan, Dept. of Biotechnology, Utkal University
23. Miss Monalisa Patra, Student, Utkal University
24. Prof. Pravati Kumari Mahapatra, Director, IQAC and Convener

Business transacted

1. Proceedings of the last meeting held on 12th May, 2021 was confirmed.
2. Prof. Pravati Kumari Mahapatra, Director, IQAC welcomed the members present in the meeting. Prof. Mahapatra informed the house about the important events organized by Utkal University and presented the action taken report of the previous IQAC committee meeting.

Recent Activities

- i. Odisha Research Conclave-2021 was organized on 13th and 14th November, 2021 by Utkal University in association with Odisha State Higher Education Council.
- ii. A workshop on preparedness for NAAC accreditation was organized on 22nd November, 2021 with Prof. Amiya Kumar Rath, Advisor NAAC as the Chief speaker. Prof. Ranjan Kumar Bal, Former Chairman PG Council & Director IQAC, Utkal University and Prof. Susmit Prasad Pani, Executive Members of OSHEC were also present in the workshop.
- iii. Review meetings with all Heads of Departments was conducted on 7th and 9th December, 2021 to discuss the progress on NAAC preparedness.

Action taken report

- i. Online feedback system of students: Adapted by all Departments
- ii. E-resource development and upload in the website: E-contents have been added to the existing and all uploaded on the University website.
- iii. Plantation both sides of internal roads and beautification of rest of the campus including Departments: Registrar has taken initiatives and are in progress.
- iv. Seminars conducted for benefit of faculty and students by IQAC:
Safety during Covid-19 pandemic (21st May, 2021)
Cyber safety (2nd July, 2021)
- v. Consultancy projects taken up by the Department of MBA in collaboration with the MBA Agribusiness.
- vi. Provision for funding to support publications including article processing charges in indexed international journals by faculty members: Proposal has been approved with a provision for publication processing charges from RUSA grant.

3. Suggestions by Members

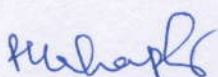
- Prof. Asoka Kumar Das, Vice Chairperson, OHEC, Odisha suggested for inclusion of more members in the existing working committee of Utkal University for the third round of NAAC accreditation. He also proposed for a meeting with the working committee members for discussion on preparation of SSR.
- Prof. Ajay Kumar Parida, Director, ILS, Bhubaneswar emphasized upon establishing more research collaboration through MoU with various research/academic institutions.
- Dr B. K. Satpathy, Former Executive Director, NALCO focused upon conducting regular Business School Conventions in the University for better exposure of students.
- Prof. Susmit Prasad Pani, Executive Members, OSHEC suggested continuation of uploading of recent questions in the question Bank and details of value-added courses conducted by different Departments on the University website. He also suggested for auto-linking contents of Human Recourse Development Council of Utkal University with University website.
- Prof. Jagmeswar Dandapat, Director R & D emphasized upon mode of updating on the website to be dynamic and regulated by Heads of the Departments and administrative Heads as and when required.
- Mr Sarat Kumar Majhi, Controller of Examinations informed the house regarding further improvement in examination automation. He was requested to take necessary steps towards uploading different types of forms in the University website for easy access of students.
- Mr Surendra Kumar Sahoo, Comptroller of Finance informed the house regarding development related to financial transactions by the University through NEFT / RTGS. He also informed regarding uploading of the recent financial audit report, utilization certificates and flow of funds on the University website.

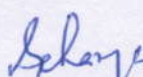
- Prof. Ranjan Kumar Bal, Former Chairman PG Council & Director IQAC, Utkal University advised for distribution of workload and assigning responsibility to faculty members for the upcoming NAAC visit.
- Prof. N. Das, Director CDC, Utkal University emphasized upon organization of interactive workshop on Revised NAAC Assessment & Accreditation Framework with different affiliated colleges under Utkal University for preparation and submission SSR.
- Prof. P. K. Mahapatra, Director IQAC placed the Annual Quality Assurance Report (AQAR 2020-21) to be uploaded in the NAAC portal before the committee. The committee members approved the AQAR and suggested the same to be placed before the Syndicate for ratification.

4. Future plan of action and duty assignment

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A	Uploading data for NIRF 2022 India Ranking	Director IQAC to coordinate with the team members of NIRF and upload the data
B	Application for the third cycle of NAAC accreditation, preparation and uploading of Institutional Information for Quality Assessment (IIQA)	Director IQAC to coordinate in consultation with the Vice Chancellor and other senior members of the committee
C	Preparation of Self Study Report (SSR) to be uploaded in NAAC portal	Criteria wise SSR preparation to be coordinated by the Conveners of the Working Committee NAAC i. Curricular Aspects: Prof. N. Rath ii. Teaching Learning and Evaluation: Prof. P.K. Mahapatra iii. Research, Innovation and Extension: Prof. J. Dandapat iv. Infrastructure and Learning Resources: Prof. K.M. Sethy v. Student Support and Progression: Prof. K.B. Panda vi. Governance, Leadership and Management: Prof. B.B. Mishra vii. Institutional Values and Best Practices: Prof. N. Das
D	Report on Energy, Water, Gender and Green Audits	To be submitted by concerned conveners i. Green Audit: Dr Chimnaya Pradhan, Dept. of Botany ii. Gender Audit: Prof. Jayanti Dora, School of Women Studies iii. Energy Audit: Dr Prafulla Kumar Panda, Dept. of Physics iv. Water Audit: Dr Jayadev Dinda, Dept. of Chemistry
E	Academic Audit of all departments Including self-financing courses and centers	To be coordinated by Director IQAC in consultation with Academic committee members.
F	Administrative audit and steps for implementation of e-office in the University	To be coordinated/executed by the Registrar, Utkal University

Prof. Sabita Acharya, Vice Chancellor delivered her concluding remarks and the meeting was ended with vote of thanks by Prof. Navaneeta Rath.


(Prof. P.K. Mahapatra)
Director, IQAC
16th December, 2021


(Prof. S. Acharya)
Vice-Chancellor
16th December, 2021