



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

A meeting of IQAC, Utkal University was held on 22nd February 2021 at 3.30pm in the chamber of the Vice Chancellor, Utkal University to discuss the following agenda.

The following member were present in the meeting.

1. Prof. Sabita Acharya, Vice Chancellor in Chair
2. Prof. Gitanjali Batmanabane, Director AIIMS, Bhubaneswar
3. Dr. Ajay Kumar Parida, Director, ILS. Bhubaneswar
4. Prof. Basant Kumar Mallik, Chairman, P.G. Council, Utkal University
5. Dr. Avaya Kumar Nayak, Registrar, Utkal University
6. Shri Surendra Kumar Sahoo, Comptroller of Finance, Utkal University
7. Shri Sarat Kumar Majhi, Controller of Examinations, Utkal University
8. Prof. Pushpanjali Jena, Dept. of Lib. & Inf. Sc., Utkal University
9. Prof. Bidhu Bhusan Mishra, Dept. of Bus. Admn., Utkal University
10. Prof. Navaneeta Rath, Dept. of Sociology, Utkal University
11. Prof. Sanjaya Acharya, Dept. of AIHC&A, Utkal University
12. Prof. Jagneshewar Dandapat, Dept. of Biotechnology, Utkal University
13. Prof. Prabodh Kumar Hota, Coordinator, RUSA, Utkal University
14. Prof. Nigamananda Das, Coordinator, WB-OHEPEE & Director, CDC
15. Prof. Pravati Kumari Mahapatra, Director, IQAC

Business transacted

1. Proceedings of the last meeting held on 12th June, 2020 was confirmed.
2. Prof. P.K. Mahapatra, Director, IQAC welcomed the members present in the meeting and outlined the recommendation of last Peer Team for quality enhancement of the University. The director also informed the members regarding some of the recent academic activities and other activities undertaken by the University.
 - Uploading of University data for NIRF 2021 ranking on 17th February 2021.
 - Preparation and submission of AQAR in the NAAC portal for the academic session 2019-20. The committee approved the same.
 - Revision of syllabus by the respective Board of studies with uniform pattern
 - Registration of University Alumni Association and launching the website on 16th February, 2021.
3. In view of re-accreditation of the University by NAAC, the following matters were discussed
 - a) For preparation of SSR, day to day monitoring on preparedness/progress of activities, the following committees were constituted.

Advisory Committee

- (i) Prof. Sabita Acharya, Vice Chancellor
- (ii) Prof. Basant Kumar Mallik, Chairman, P.G. Council
- (iii) Registrar, UU

- (iv) Comptroller of Finance, UU
- (v) Prof. Bidhu Bhusan Mishra, Dept. of MBA
- (vi) Prof. Nigamananda Das, Dept. of Chemistry
- (vii) Director, IQAC, UU – Convener

External members

- (viii) Prof. Asoka Das, Former VC, UU and Vice Chairman, OSHEC
- (ix) Prof. Susmit Pani, Former Director, IQAC, Utkal University
- (x) Prof. Ranjan Kumar Bal, Former Chairman PG Council and Director IQAC, Utkal University

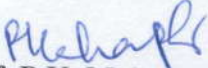
Core Committee

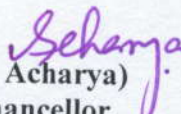
- (i) Prof. Basant Kumar Mallik, Chairman, P.G. Council
- (ii) Warden, PG Hostels
- (iii) Registrar
- (iv) Comptroller of Finance
- (v) Controller of Examinations
- (vi) Development Officer
- (vii) University Engineer
- (viii) Professor in Charge, Central Library
- (ix) Director, CDC
- (x) Director, R & D
- (xi) Director, Sports Council
- (xii) Director, DDCE
- (xiii) Professor in Charge, Computer Centre
- (xiv) Director, IQAC - Convener

Different activity wise action committees be formed as per requirement.

- b) The committee also emphasized to take up the following activities on priority basis for further strengthening and in compliance to the recommendations of NAAC Peer team. The section/person responsible for taking up these activities are listed in Annexure-I.
 - (i) Strengthening Self-financing programmes
 - (ii) Incorporation of additional domains as per requirement with regular updation of data to make the website more informative.
 - (iii) Annual report 2020-21.
 - (iv) Research Support to faculty as seed grant/short term research proposal.
 - (v) Conduction of Academic, administrative, gender, energy and green audits. External experts as per requirement may be inducted in the committees.
 - (vi) Automation of University office
 - (vii) Procurement of e-resource, books for Parija Library and digitization of rare manuscript
 - (viii) Campus development including different renovation works in the departments/administrative blocks, staff quarters
 - (ix) Rain Rainwater harvesting

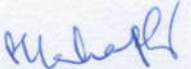
- (x) Disposal of wastes. Committees as per guidelines be constituted for sooth disposal of wastes.
 - (xi) Renovation of University guest house.
 - c) The Comptroller of Finance was requested to allocate necessary funds for different activities and preparedness of NAAC visit.
4. Prof. Gitanjali Batmanabane proposed for immediate start of wellness programmes for faculty, administrative/non-teaching staff, and students to cope up post Covid-19 stress. The Coordinator, RUSA appraised the house regarding conduction of some wellness programmes by the University in recent past.
 5. Prof. Ajay Parida emphasized upon further strengthening the ongoing research activities of University by way of project funding, collaborative projects, quality publications, patent, and consultancy.
 6. Prof. Sabita Acharya, Vice chancellor summed up the discussion of the meeting and instructed all concerned to take immediate steps to execute the proposed activities on priority basis.
 7. The meeting ended with vote of thanks by Prof. Navaneeta Rath.



(Prof. P.K. Mahapatra)
Director, IQAC
22nd February, 2021


(Prof. S. Acharya)
Vice-Chancellor
22nd February, 2021

ANNEXURE - I

Sl.	Activity	Responsibility
1.	Strengthening Self-financing programmes	Director, SFC is requested prepare a current status and initiate proposal for further strengthening SF courses.
2.	Incorporation of additional domains as per requirement with regular updating of data to make the website more informative	Prof. In charge, Computer centre shall take appropriate steps for additional domain and regular updating of data in consultation with NIC.
3.	Annual report 2020-21.	Prof. Sanjay Acharya, In-charge of media cell shall coordinate the preparation and printing of annual report for the session 2020-21. Also the back volumes of annual reports (2017-2018; 2019-2020) shall be kept for record.
4.	Research Support to faculty as seed grant/short term research proposal	Coordinator, WB-OHEPEE programme to take steps for research supports to the faculty.
5.	Conduction of Academic, administrative, gender, energy and green audits. External experts as per requirement may be inducted in the committees.	Director, IQAC shall conduct these audit by the duly constituted committees
6.	Automation of University office	Registrar, Utkal University shall take appropriate steps for automation of University office
7.	Procurement of e-resource, books for Parija Library and digitization of rare manuscript	Manuscripts of Parija library to be digitized and uploaded on the website. Steps to be initiated by the Library in charge.
8.	Campus development including different renovation works in the departments/administrative blocks, staff quarters, hostels, medical centre, guest house	Development officer to initiate proposal for various renovation works for approval and provision of funds to execute the work.
9.	Rain Rainwater harvesting	Registrar is requested to contact the office of soil conservation department / central ground water board for a proper planning and follow up execution work
10.	Disposal of wastes. Committees as per guidelines be constituted for sooth disposal of wastes.	A central committee shall be constituted as per guidelines. Head of the departments/ sections shall submit the list items for final disposal.
11.	Functioning of day care centre	Registrar is requested to assign staff for this.
12.	Appointment of important posts: Immediate steps to be taken to appoint Chief Librarian and Director Sports council	Registrar to take steps for filling up these posts
13.	Renovation of gymnasium and stadium	Director sports council to move proposal for approval and sanction of funds for renovation work. CoF is requested to ensure fund for the same.
14.	Restoration of solar light and panel; Restoration of central canteen and maintenance of generators	Registrar informed that steps have already been taken for these works.
15.	Allotment of hostel seat to research scholars/PDFs	Warden, PG hostel to take steps to provide hostel seats to research scholars/PDFs
16.	Restoration of vermin composting and waste	Prof. B.B. Mishra, Department of MBA to take up the matter along with the department of Agribusiness and incubation centre.


 (Prof. P.K. Mahapatra)
 Director, IQAC
 22nd February, 2021


 (Prof. S. Acharya)
 Vice-Chancellor
 22nd February, 2021

NAAC WORKING COMMITTEE

1. Curricular aspect

Chairman PG Council

Prof. Navaneeta Rath, Dept. Sociology

Prof. Bhaswati Patnaik, Dept. of Psychology

Controller of Examinations

Dr Bijayalaxmi Jena, Dept. of Chemistry

2. Teaching learning and evaluation

Prof. Pravati Kumari Mahapatra, Dept. of Zoology

Dr Satyanarayan Pal, Dept of Chemistry

Dr Rudranarayan Mohapatra, Dept of Odia

3. Research, Consultancy and Extension

Prof. Jagneswar Dandapat, Dept. of Biotechnology & Director R&D

Dr Brajanarayan Patra, Dept. of Chemistry

Dr Jagdish Kumar, Dept. of Physics

Coordinator, NSS

4. Infrastructure and learning resources

Prof. Prabodha Kumar Hota, Dept. of Commerce & Director RUSA

Dr Chinmay Pradhan, Dept. of Botany

Dr manoranjan Senapati, Dept of Sanskrit

Development Officer

5. Student Support and Progresion

Prof. Mitali Chinara, Dept. of A&A Economics

Prof. Kabir Mohan Sethy, Dept. of Geography

Director Students Welfare

Dr Kirti Ranjan Mallick, Dept. of Geology

6. Governance, Leadership and management

Prof. Bidhu Bhusan Mishra, Dept. of MBA

Dr Madhuchhanda Mohanty, Dept. of PMIR

Dr Manoj Kumar Sadual, Dept. of LLM

7. Innovations and Best practices

Prof. Nigamananda Das, Dept. Of Chemistry, Coordinator, WB-OHEPEE & Director, CDC

Dr Gunanidhi Sahoo, Dept. of Zoology

Dr Hemanta Kisan, Dept. of Chemistry

Editing team

Prof. Asima Ranjan Parhi, Dept. of English

Mrs S Deepika, Dept. of English

Publication

Chairman PG Council

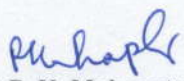
Dr Mrutyunjaya Panda, Dept. Computer Science and Application


Website

Dr Himansu Sekhar Rout, Dept. A &A Economics

Dr Prafulla Kumar Behera, Dept. Computer Science and Application

Mr Hara Prasad Naik, Dept. Computer Science and Application


(Prof. P. K. Mahapatra)
Director, IQAC
22nd February, 2021


(Prof. S. Acharya)
Vice-Chancellor
22nd February, 2021