

## INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(Approved by AICTE and Affiliated to BPUT, Rourkela, Odisha)


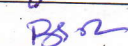
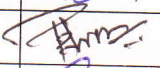







Ref. No: VITAM/IQAC/03

Date: 01/07/25

### MINUTES OF MEETING

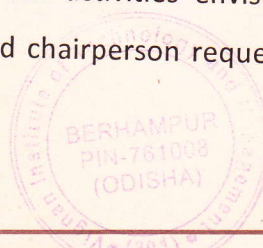
MINUTES OF THE 2<sup>ND</sup> IQAC INTERNAL QUALITY ASSURANCE COMMITTEE MEETING OF VIGNAN INSTITUTE OF TECHNOLOGY AND MANAGEMENT HELD ON 01-07-2025 AT 12.00PM.

Members Present

Sl no	Name of the Member	Designation	Signature
01	Dr. G Eswara Rao, Principal	Chairman	
02	Prof. B Srinivas Rao, HOD,CSE	Co-ordinator	
03	Dr. Prabhu Prasad Mishra, HOD Mech	Member	
04	Prof. Sunil Kumar Dash, HOD ETC	Member	
05	Prof. Anup Kumar Panda, HOD,MBA	Member	
06	Prof. Monika Dash, HOD Civil	Member	
07	Prof. Taranisen Barik, HOD BSH	Member	
08	Dr. Alok Kumar Samant, Prof I/C R&D	Member	
09	Prof. Pradhan Bage, Asst. Prof, CSE	Member	
10.	Prof. V Srikant, Asst. Prof, EEE	Member	

The Points in the Agenda were taken for discussion one by one

1. IQAC coordinator appraised on the activities envisaged under IQAC since its 1<sup>st</sup> meeting held on 12-07-2024. And chairperson requested the members to approve minutes of its previous meeting.



Co-ordinator

Member

Member




The following are the action taken correspondingly.

- ❖ A separate window was created in the college website with necessary contents with all the college and department information.
  - ❖ Online feedback system was introduced.
  - ❖ Internal Auditing of department documents implemented and to be done every year.
  - ❖ Approved for conducting PPT classes for 3<sup>rd</sup> and 4<sup>th</sup> year B.Tech and 2<sup>nd</sup> Year MBA students.
2. Nomination of the new co-ordinator of IQAC
- ❖ Resolved to Nominate **Prof. Sunil Kumar Dash**, Department of Electronics and Tele-Communication Engineering, and the new co-ordinator of IQAC.
3. Conduction of International Conference.
- ❖ Resolved for the organization of International Conference in the current academic Year. Team to be formed under Dr. Alok Kumar Samant
4. Any other points to be discussed with the permission of chairperson
- ❖ No other points were discussed.

Prof. B Srinivas Rao, Co-ordinator IQAC the continued support of the members and sharing their rich knowledge and wide experience for furthering the mission of the IQAC.

Dr. G Eswara Rao, Chairman – IQAC proposed the vote of thanks to all the members of IQAC committee and expressed gratitude for their sustained involvement and for making the meeting a grand success.



(Prof. B Srinivas Rao)

Co-ordinator IQAC



  
(Dr. G Eswara Rao)

Chairman – IQAC

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