

Internal Quality Assurance Cell (IQAC)

2021-22

Date: 09/07/2021

CIRCULAR

A meeting of the IQAC is scheduled as follows to discuss the following Agenda.

Date: 12/07/2021

Time: 1.00 pm

Venue: Board Room

Agenda:-

- I. Presentation of the minutes of previous meeting & Adoption of Agenda.
- II. Conduction of Add-on Course.
- III. Organizing Presentation session of students.
- IV. Online- End Semester Examination.
- V. Conducting workshop on 5S criteria.
- VI. Any other point with the permission of the Director.



IQAC Coordinator



Director
Director
Chhatrapati Shivaji Institute
of Technology Durg

Internal Quality Assurance Cell (IQAC)

2021-22

Date: 12.07.2021

Minutes of the Meeting

Date : 12.07.2021

Time : 3.00 pm

Platform: Board Room

Members Present:

1. Dr. Santosh Sharma
2. Mr. Rajesh Deshmukh
3. Mr. Rajesh Verma
4. Prof. Rajesh Kumar
5. Dr. Padmini Sharma
6. Dr. Chandra Shekhar Sharma
7. Prof. Ashraf Jafari
8. Prof. Sanjay Singh
9. Prof. Prabhas Gupta
10. Dr. Shailendra Kumar Kushawaha
11. Rahul Barchia, Alumni

Agenda:-

- I. Presentation of the minutes of previous meeting & Adoption of Agenda.
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- VI. Any other point with the permission of the Director

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Minutes:-

The IQAC Coordinator welcomed the Director and the members.

Points discussed & resolutions:

I. Presentation of the minutes of previous meeting & Adoption of Agenda.

1.1 The coordinator presented the minutes of the previous meeting to inform the members of the cell.

The Coordinator further presented the agenda for the adoption.

All the members consented for the record of meeting.

The members adopted the agenda for discussion.

II. Conduction of Add-on Course.

2.1 The IQAC Coordinator informed the forum that add on courses on different topics are to be conducted. The Teacher representatives were briefed about the rules formats and different criteria related to add on courses.

2.2 Looking into the situation generated due to pandemic and the feeble attendance it was agreed that the add-on courses can be conducted in hybrid mode.

III. Organizing Presentation session of students.

3.1 In contacts to the meetings held by the CSVTU and the informations received from the office of the Registrar, the Director Sir informed that the end semester examinations of the semesters will be continuing online till further notice.

3.2 It has been observed that some students do not submit their answer scripts in time this creates unnecessary disruptions in the smooth conduction of online examination. The HoDs must believe the students to submit their scripts before the closing time.

IV. Online- End Semester Examination

4.1 The members raised and issue about academic calendar released by the University and the deadlines stated in it. The Directors sir informed that

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the differences in calendar are due to official processes and pandemic.

4.2 The Tentative Academic Calendar of the college was presented before the forum. The Teachers were asked to follow the college's academic calendar for activities and classes.


V. Conducting workshop on 5S criteria

5.1 Looking into the benefits of 5S Certification which was achieved in September 2018, the forum decided that all the laboratories should observe the principles of 5S. A workshop on 5S should be organized this semester to encourage the following of the same.

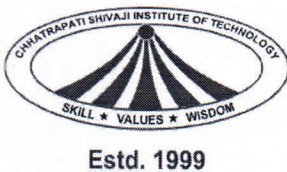
The meeting concluded with a note of thanks by IQAC Coordinator.



IQAC Coordinator



Director
Director
Chhatrapati Shivaji Institute
of Technology Durg



Chhatrapati Shivaji Institute of Technology

Approved by: AICTE, New Delhi | Affiliated to CSVTU, Bilai

Internal Quality Assurance Cell (IQAC)

2021-22

Date: 21/4/2022

CIRCULAR

A meeting of the IQAC is scheduled as follows to discuss the following Agenda.

Date: 26.04.2022

Time: 4.00 pm

Venue: Board Room

Agenda:-

- I. Presentation of the minutes of previous meeting & Adoption of Agenda.
- II. Action Taken and Progress Report.
- III. Conduction of online Add-on Course.
- IV. FDP for Teachers on UHV. OBE.
- V. Online-End Semester Examination.
- VI. Any other point with the permission of the Director.

IQAC Coordinator

Director

Director
Chhatrapati Shivaji Institute
of Technology Durg

Internal Quality Assurance Cell (IQAC)

2021-22

Date: 26/4/2022

Minutes of the Meeting

Date : 26/4/2022

Time : 4.00 pm

Venue: Board Room

Members Present:

1. Dr. Santosh Sharma
2. Mr. Rajesh Deshmukh
3. Mr. Rajesh Verma
4. Prof. Rajesh Kumar
5. Dr. Padmini Sharma
6. Dr. Chandra Shekhar Sharma
7. Prof. Ashraf Jafari
8. Prof. Sanjay Singh
9. Prof. Prabhas Gupta
10. Dr. Shailendra Kumar Kushawaha
11. Rahul Barchia, Alumni

Agenda:-

- I. Presentation of the minutes of previous meeting & Adoption of Agenda.
- II. Action Taken and Progress Report.
- III. Conduction of online Add-on Course.
- IV. Seminar for Teachers on UHV. OBE.
- V. Online-End Semester Examination.
- VI. Any other point with the permission of the Director.

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Minutes:-

The IQAC Coordinator welcomed the Director and the members.

Points discussed & resolutions:

I. Presentation of the minutes of previous meeting & Adoption of Agenda.

1.1 The Coordinator presented the minutes of the previous meeting..

1.2 The Coordinator further presented the agenda for the adoption to which all the members agreed.

II. Action Taken and Progress Report.

Title	Action Taken/ Out come
Conduction of Add-on Courses	Online add-on courses were conducted by the Department of CSE, EEE, Civil Engineering
Presentation Session for Students	Online presentations were organized on different topics. Some presentations were done in offline mode thereby observing Covid-prevention protocols
Activities by IIC	28 activities were successfully organized under Institute Innovation Council.
End Semester Exam and Result	The End-Semester Exam of the
Conducting workshop on 5S criteria	A workshop was conducted to observe 5S on lab

III. Conduction of online Add-on Course.

3.1 The forum decided each Department should organize one online add-on course on technical stream during summer vacation. The duration of the course should be 30 hours or more.

3.2 The Heads of the respective departments with senior faculties must identify the course and should frame contents. Each Module should reflect: Rationale, Objectives, Outcomes, Assessment Criteria, Syllabus/Modules and other requisites along with the basics details. The Addon course Documents should be submitted to the Office of the Director for approval by 10 April 2022. The add-ons should be started after the approvals.

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IV. Seminar for Teachers on UHV and OBE.

4.1 An in-house FDP on Universal Human Values is going to be organized by the colleges. All the Heads of the Departments and faculties must attend this FDP.

4.2 All the teaching and learning activities is required to be Outcome Based. The faculty members should learn about Pos, Cos and PSos, and should teach to achieve the objectives.

V. Online-End Semester Examination.

As per the information, the End-Semester Exam shall continue to be conducted in on-line mode only. All are expected to extend fullest cooperation to Exam-Cell.

The meeting concluded with a note of thanks delivered by the IQAC Coordinator



IQAC Coordinator



Director
Director
Chhatrapati Shivaji Institute
of Technology Durg