

Ref:CCET/IQAC/2018-2019/01

27thJuly, 2018

NOTICE

With the approval of the chair, Honorable Executive Vice Chairman, Rev Fr Jose K Varghese, anIQAC meeting is convened on 30th July, at 11:00AM in Board Room, B- Block. All the members mentioned below are requested to attend the same.

Agenda:

- 1. Accreditation:-NBA report.
- 2. TPO activity.
- 3. R & D Activities -Report Result Analysis: Even semester, Department wise.
- 4. Institute academic calendar to be finalized.
- 5. Departmental activities
- 6. Any other issue with the permission of the chair

<u>Name</u>	<u>Position</u>
1. Dr. Dipali Soren	Chairperson, IQAC
2. Rev Fr Jose K Varghese	Management Representative
3. Dr Sasanka Shekhar Bishoyi	Coordinator ,IQAC
4. Dr Mina Mishra	Faculty Representative
5. Dr. Sitendra Tamrakar	Faculty Representative
5. Dr Sandhya Pillai	Faculty Representative
7. Dr. Mrinal Kanti Manik.	Faculty Representative
B. Mr. ShishirVerma	Faculty Representative
P.Mr Saji Joseph	Administrative Representative
0.Mr. Kurien Daniel	Industry Representative
1.Anish Andrews	Alumni Representative
2.Mr Harsh Bijwe	Student Representative Haven

IQAC Coordinator

(Dr Sasanka Shekhar Bishoyi)



IQAC Meeting Attendance

Date: 30 July 2018

Venue: Board Room

IQAC meeting for the Even/Odd Semester (2018-2019): Odd Semester

IQAC Members:

Name	<u>Position</u>	\ Signature
1. Dr. Dipali Soren	Chairperson, IQAC	202
2. Rev Fr Jose K Varghese	Management Representative	Bishop to Joe
3. Dr Sasanka Shekhar Bishoyi	Coordinator ,IQAC	INX A
4. Dr Mina Mishra	Faculty Representative	Marina
5. Dr. Sitendra Tamrakar	Faculty Representative	Absent
6. Dr Sandhya Pillai	Faculty Representative	Sp
7. Dr. Mrinal Kanti Manik.	Faculty Representative	Mulanik
8. Mr. Shishir Verma	Faculty Representative	Ford
9.Mr Saji Joseph	Administrative Representative	Saja goceph
10.Mr. Kurien Daniel	Industry Representative	glowed.
11.Anish Andrews	Alumni Representative	Anush
12.Mr Harsh Bijwe	Student Representative	Hash

IQAC Coordinator (Dr Sasanka Shekhar Bishoyi

Principal 30 (Dr. Mrs. Dipali Soren)



Minutes of the IQAC Meeting Held on 30 July, 2018

IQAC meeting was held on 30thJuly 2018. The meeting started with a word of prayer by the Executive Vice Chairman, CCET, Bhilai. Minutes of the previous IQAC meeting was read out by the IQACCoordinator. This was followed by discussion on the following agenda:

- 1. Accreditation:-NBA report.
- 2. TPO activity.
- 3. R & D Activities -Report Result Analysis: Even semester, Department wise.
- 4. Institute academic calendar to be finalized.
- 5. Departmental activities
- 6. Any other issue with the permission of the chair.

Discussions:

Accreditation Activities-

The team visited on 20th July 2018 and inspected the 3 departments, Mechanical Engineering Department, Computer Science and Engineering Department and Electrical Engineering Department and reports are awaited.

Training and Placement activity:

- Many companies visited in last session and students were placed.
- > For odd session training of aptitude and soft skill classes to be conducted for students.
- Mock test of MNC & mock interview will be conducted by expert panel.

Research and Development Activity:

- > In the session 2017-2018 two activities were conducted by R & D cell –an expert lecture and in association with literary club essay writing and debate competition was held.
- > Process to obtain print ISSN number is in progress.
- > Plan to conduct workshop on Research Methodology and Anti plagiarism for Research integrity in August.
- > Plan to conduct coordinator cell activity of CGCOST in September.

Institute academic calendar to be finalized

Institute academic calendar to be finalized depending upon the University academic calendar.

Departmental activity:

- > Report of even semester January to June 2018 were discussed.
- New session is expected to start from 1st August 2018.
- > HODs were instructed to plan for the Odd semester.
- ➤ Project proposals were submitted from Mechanical Engineering Department to Chhattisgarh Council of Science & Technology in June 2018.
- ➤ Industrial Visits at Airport Authority and CHIPS Raipur is planned by Computer Science Department.
- > One day seminar on Python programming is planned by Computer Science Department in September 2018.
- Expert lecture is planned by Electrical Engineering Department in October 2018.
- Electronics and Telecommunication Department has planned for an industrial visit and two days' workshop on PCB designing and MATLAB coding.
- > Add on program were discussed.
- > Plan for skill enhancement initiatives were discussed.

Any other issue

No other issue came up for discussion.

IQAC Coordinator (Dr Sasank Shekhar Bishoyi)

Meeting Date: 30 July 2018

Agenda	Resolution	Action Taken
Accreditation Activities	Review about the accreditation team visit.	Results of Accreditation is awaited.
Training and Placement activity:	It was decided to plan classes for training of aptitude and soft skill for students. Mock test of MNC & mock interview will be conducted by expert panel.	The plan for training classes of aptitude and soft skill was prepared.
Research and Development activity:	Review of status of print ISSN number of our Journal. Submit the Plan to conduct workshop on Research Methodology and Anti plagiarism for Research integrity in August. Submit the plan to conduct coordinator cell activity of CGCOST in September.	The process of print ISSN number is in progress. The workshop on Research Methodology and Anti plagiarism for Research integrity was successfully conducted. Coordinator cell activity of CGCOST was conducted.
Institute academic calendar to be finalized	Institute academic calendar to be finalized depending upon the University academic calendar.	The academic calendar for odd semester was finalized.
Departmental activity:	Review of even semester January to June 2018. Plan for new session which is expected to start from 1 st August 2018. Review of project proposal submitted by Mechanical Engineering Department to Chhattisgarh Council of Science & Technology in June 2018. Plan for Industrial Visits for students. Departments to plan for seminar expert lecture, workshop and other activities. Add on course plan to be prepared. Skill enhancement initiatives to be planned.	Plan for odd semester was prepared. Project proposal of Mechanical department was accepted. Industrial visit was conducted for CSE and Electronics and Telecommunication students. Seminar on Python programming was conducted by CSE department. Expert lecture by Electrical department was conducted. Two day workshop on PCB designing and MATLAB coding was conducted by E&TC department. Schedule for Add-on course was prepared by all the departments. Skill enhancement related events schedule was prepared.



Ref:CCET/IQAC/2018-2019/02

16thNovember, 2018

NOTICE

With the approval of the chair, Honorable Executive Vice Chairman, Rev Fr Jose K Varghese, anIQAC meeting is convened on 20th November, at 2:30 PM in Board Room, B- Block. All the members mentioned below are requested to attend the same.

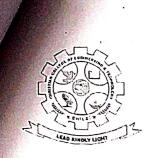
Agenda:

- 1. Departmental activities.
- 2. Result Analysis
- 3. Alumni activity
- 4. R & D Activities
- 5. Admission cell activities.
- 6. Training & Placement.
- 7. III cell:
- 8. Any other issue with the permission of the chair.

<u>Position</u>	
Chairperson, IQAC	
Management Representative	
Coordinator ,IQAC	
Faculty Representative	
Administrative Representative	
Industry Representative	
Alumni Representative	
Student Representative	

IQAC Coordinator

(Dr Sasanka Shekhar Bishoyi)



IQAC Meeting Attendance

Date: 20 November 2018

Venue: Board Room

IQAC meeting for the Even/Odd Semester (2018-2019):Odd semester

IQAC Members:

<u>Name</u>	<u>Position</u>	Signature
1. Dr. Dipali Soren	Chairperson, IQAC	Ken
2. Rev Fr Jose K Varghese	Management Representative	for Jose a horn
3. Dr Sasanka Shekhar Bishoyi	Coordinator ,IQAC	88.3
4. Dr Mina Mishra	Faculty Representative	MMichra
5. Dr. SitendraTamrakar	Faculty Representative	Hendra
6. DrSandhya Pillai	Faculty Representative	Sp
7. Dr. Mrinal Kanti Manik.	Faculty Representative	MHayik
8. Mr. ShishirVerma	Faculty Representative	2004
9.Mr Saji Joseph	Administrative Representative	Soil South
10.Mr. Kurien Daniel	Industry Representative	Woodel
11.Anish Andrews	Alumni Representative	dnish
12.Mr Harsh Bijwe	Student Representative	Jark

IQACCoordinator (Dr Shasanka Shekhar Bishoyi



Minutes of the IQAC Meeting Held on 20th November, 2018

IQAC meeting was held on 20thNovember 2018. The meeting started with a word of prayer by the Executive Vice Chairman, CCET, Bhilai. Minutes of the previous IQAC meeting was read out by the IQACCoordinator. This was followed by discussion on the following agenda:

Agenda:

- 1. Departmental activities.
- 2. Result Analysis
- 3. Alumni activity
- 4. R & D Activities
- 5. Admission cell activities.
- 6. Training & Placement.
- 7. III cell:
- 8. Any other issue with the permission of the chair.

Discussions:

Departmental activities:

Various issues like Scholarships, skill enhancement initiatives, competitive examination and career guidance, student's grievances, addon course, student placements, co-curricular ad extra co-curricular activities, alumni engagement were discussed.

Regular academic work like class test and assignments were conducted as per the academic calendar.

Result Analysis:

Department wise even semester results were discussed.

Alumni activity:

Alumni engagement was discussed.

R & D Activities

The Research and Development activities in the Institution were discussed. The activities included: Motivating the faculties for Higher Studies.

Faculty participations in Conference /STTPs/ Competition /Trainings/ Workshops.

Faculty Publications: Conference, Quality publications in refereed/SCI Journals, Citations, Books/Book Chapters, Patents,/IPRs.

Faculty Research Guidance - M.E. Thesis/Ph.D.

Sponsored Research-Funded research from outside Interaction with Outside world-Experts/Guest.

All HODs were instructed to submit status report of above category to R&D Cell.

Training and Placement:

Student's placement through campus and off-campus activities were reviewed. T&P cell presented department wise placement status in the meeting. Action taken to improve student placements were discussed. T&P Cell asked to conduct more activities online to boost placements. Department also advised to motivate final year students for higher studies and entrepreneurship development.

III cell activity:

Industrial visits were conducted for department students in association with III cell.

Any other issue

No other issue came up for discussion.

IQACCoordinator (Dr Sasank Shekhar Bishoyi)

Meeting Date: 20 November 2018

Agenda	Resolution	Action Taken
Departmental activities:	Take review of the activities planned for even semester.	The activities were conducted as per the academic calendar.
Result Analysis:	To counsel students who have produced bad result.	HODs counsel the students having poor result so as to improve the result.
Alumni activity	To plan for alumni interaction.	Activity Conducted
Research and Development activity:	It was decided to motivate the faculties for Higher Studies and encourage them to participate in Conference /STTPs/ Competition /Trainings/ Workshops. Faculties should publish papers inConference, refereed/SCI Journals, Books/Book Chapters, They should file for Patents also. Faculties should provide research guidance for - M.E. Thesis/Ph.D. Faculties should apply for Sponsored Research- Funded research from outside.	The report of the involvement of faculties in the mentioned activities was submitted to Principal office.
Training and Placement:	Student's placement through campus and off-campus activities were reviewed. T&P cell presented department wise placement status in the meeting, and it was decided to take action to improve student placements.	Student's placement through campus and off-campus activities were reviewed. T&P Cell submitted the plans to conduct activities to boost placements. The HODs and other faculties of the department motivated final year students for higher studies and entrepreneurship development.
III cell activity:	To arrange industrial visits for students.	Industrial visits were conducted for department students in association with III cell.



Ref:CCET/IQAC/2018-2019/03

4thJanuary, 2019

NOTICE

It is decided with the approval of the chair, Honorable Executive Vice Chairman, Rev Fr Jose K Varghese, to convene a meeting of IQAC on 8th January, at 11:00 AM in Board Room, B- Block. All the members mentioned below are requested to attend the same.

Agenda:

- 1. Academic Calendar, FDP schedule.
- 2. Departmental activities: Preparation of even semester, Subject distribution, Lab & Lab Manual preparation, Tentative schedule of semester wise activities viz workshop, seminar, short term training program, etc.
- 3. Industry Institute interaction cell activity
- 4. Research& Development Activity
- 5. Training and Placement activity.
- 6. Any other issue with the permission of the chair.

Name	Position	
1. Dr. Dipali Soren	Chairperson, IQAC	
2. Rev Fr Jose K Varghese	Management Representative	
3. DrSasank Shekhar Bishoyi	Coordinator ,IQAC	
4. Dr Mina Mishra	Faculty Representative	
5. Dr. SitendraTamrakar	Faculty Representative	
6. Dr Sandhya Pillai	Faculty Representative	
7. Dr. Mrinal Kanti Manik.	Faculty Representative	
8. Mr. ShishirVerma	Faculty Representative	
9.Mr Saji Joseph	Administrative Representative	
10.Mr. Kurien Daniel	Industry Representative	
11.Anish Andrews	Alumni Representative	
12.Mr Harsh Bijwe	Student Representative	

IQACCoordinator (DrSasank Shekhar Bishoyi) Principal (Dr. Mrs. Dipali Soren)



IQAC Meeting Attendance

Date: 8 January 2019

Venue: Board room

IQAC meeting of the Even/Odd Semester (2018-2019)-Even semester

IQAC Members:

Name	<u>Position</u>	Signature
1. Dr. Dipali Soren	Chairperson, IQAC	Soran
2. Rev Fr Jose K Varghese	Management Representative	fr. Joe
3. DrSasankShekharBishoyi	Coordinator ,IQAC	88 8
4. Dr Mina Mishra	Faculty Representative	MMishroa
5. Dr. SitendraTamrakar	Faculty Representative	ilendira
6. DrSandhya Pillai	Faculty Representative	SP
7. Dr. MrinalKantiManik.	Faculty Representative	Mnauth
8. Mr. ShishirVerma	Faculty Representative	ABSENT
9.Mr Saji Joseph	Administrative Representative	Soje Joseph
10.Mr. Kurien Daniel	Industry Representative	Kalonial
11.Anish Andrews	Alumni Representative	Absent
12.Mr Harsh Bijwe	Student Representative	Hash

IQACCoordinator

(DrSasankShekharBishoyi)



Minutes of the IQAC Meeting Held on 8th January, 2019

IQAC meeting was held on 8th January 2019. The meeting started with a word of prayer by the Executive Vice Chairman, CCET, Bhilai. Minutes of the previous IQAC meeting were read out by the IQAC coordinator. This was followed by discussion on the following agenda:

- 1. Academic Calendar, FDP schedule.
- 2. Departmental activities: Preparation of even semester, Subject distribution, Lab & Lab Manual preparation, Tentative schedule of semester wise activities viz workshop, seminar, short term training program, etc.
- 3. Industry Institute Interaction cell.
- 4. Research & Development Activity.
- 5. Training and Placement activity.
- 6. Any other issue with the permission of the chair.

Discussions:

Comments by the Executive Vice Chairman:

- All the in charges need to prepare the list of activities planned for the duration of June 2019 -December 2019.
- The HOD's of the respective departments have to ensure that the newly appointed faculties should be given appropriate load.
- Necessary steps to be taken to ensure that the students should pay the semester fees in time.
- Strengthen the Alumni contact so as to involve the Alumni for the betterment of the college.
- All staff members have to work together so as to improve the admissions in the college.

Comment by the Principal:

- Importance to be given to effective class room teaching and also include some contents beyond syllabus.
- Arrange classes for personality development of students by the departmental teachers of respective departments.
- Submit research proposals to various funding agencies.
- Regularly monitor the students having short attendance and take necessary steps.
- Teacher guardian meetings to be made effective.

Academic Calendar, FDP schedule, Technical Assistant training schedule.

Finalization of academic calendar will be done as per the CSVTU Academic calendar.

- For the sessional marks of 4th,6^h and 8thsem students, 2 class tests, 2 assignments and lab assessments needs to be done in every department.
- FDP schedule to be prepared.
- Discussed about the technical assistant training schedule.
- The faculties attending seminars, workshops or conferences have to give a brief presentation about the same and the schedule for the same will be notified later from the principal's office.

Departmental activity:

- Subject distribution already completed for the even session January 2019 June 2019.
- Roadmap for the even session was presented by respective HOD's.
- Skill enhancement classes schedule to be prepared.
- Seminar/Workshops: A proposal of STTP on Hands on Expertise in MATLAB Modeling on Power Electronics & Control Systemwas submitted to TEQIP III cell of CSVTU. Faculties were instructed to encourage the Students to attend the workshops under TEQIPIII.
- Addon course plan to be prepared,
- Faculties and students are advised to present paper on Journal and conferences.

Industry Institute Interaction cell:

Industrial visit will be planned for students.

Research & Development activity:

Research & Development Cell has applied for workshop on Developing Technological Skills in School Students to CCOST. The workshop is to be conducted by Computer Science & Engineering Department.

Training and Placement activity:

- The TPO Coordinator presented the report of activities done by the TPO cell and mentioned about the companies to come for Campus placement.
- Carrier counselling events to be conducted.

Any other issue with the permission of the chair:

No other issue came up for discussion.

(Dr Sasank Shekhar Bishoyi)

Meeting Date: 8th January 2019

enda	Resolution	Action Taken
ademic Calendar, FDP	It was decided to prepare the academic calendar for the even semester 2019. The faculties attending the workshop, seminar, conference and FDP will be presenting it to all faculties.	Academic calendar was prepared considering the university academic calendar. FDP and Technical assistant training schedule was prepared
Department activity:	To plan for conducting classes of even semester. Plan for activities in the department for even semester. Faculties to encourage the students to attend the workshops under TEQUIP III Faculties and students are instructed to publish paper in conference/ Journal. Plan the schedule of Add on course, skill enhancement class to be prepared	Subject distribution and time table for conducting classes were prepared. All the department prepared the plan for activities to be conducted in even semester. Research paper preparation were taken up by faculties and students. Proposal for STTP was submitted to CSVTU for TEQIP III cell. Schedule of add on course and skill enhancement class was prepared.
Industry Institute Interaction cell Research & Developmen	VISIt.	The plan to conduct industrial visit was prepared. The proposal for workshop on
Activity:	To submit workshop proposal to CCOST.	Developing Technological Skills for School Students in coordination with Computer Science and Engineering Department was submitted to CCOST.
Training and Placement activity	To plan for campus placement of final year students. Carrier counseling program to be conducted.	Various companies were approached for campus placement. Plan for carrier counseling program was prepared.



Ref:CCET/IQAC/2018-2019/04

17thMay, 2019

NOTICE

It is decided with the approval of the chair, Honorable Execuive Vice Chairman, Rev Fr Jose K Varghese, to convene a meeting of IQAC on 21st May, at 11:00 AM in Board Room, B- Block. All the members mentioned below are requested to attend the same.

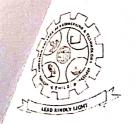
Agenda:

1. Result analysis of odd semester.

- 2. Departmental activities as per the Academic Calendar (Syllabus coverage, Attendance): Execution & follow up.
- 3., Research and Development activities.
- 4. Industry Institute Interaction cell activity
- 5. Any other issue with the permission of the chair.

Name	<u>Position</u>	
1. Dr. Dipali Soren	Chairperson, IQAC	
2. Rev Fr Jose K Varghese	Management Representative	
3. Dr Sasanka Shekhar Bishoyi	Coordinator ,IQAC	
4. Dr Mina Mishra	Faculty Representative	
5. Dr. Sitendra Tamrakar	Faculty Representative	
6. Dr Sandhya Pillai	Faculty Representative	
7. Dr. Mrinal Kanti Manik.	Faculty Representative	
8. Mr. ShishirVerma	Faculty Representative	
9.Mr Saji Joseph	Administrative Representative	
10.Mr. Kurien Daniel	Industry Representative	
11.Anish Andrews	Alumni Representative	
12.Mr. Harsh Bijwe	Student Representative	
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(Dr Sasanka Shekhar Bishoyi)



IQAC Meeting Attendance

Date: 21 May 2019

Venue: Board Room

IQAC meeting of the Even/Odd Semester (2018-2019)- Even semester

IQAC Members:

Name	Position	Signature
l. Dr. Dipali Soren	Chairperson, IQAC	
2. Rev Fr Jose K Varghese	Management Representative	firster sahoy
3. Dr Sasank Shekhar Bishoyi	Coordinator ,IQAC	85-2"
4. Dr Mina Mishra	Faculty Representative	MNishra
5. Dr. SitendraTamrakar	Faculty Representative	Tondra
6. Dr Sandhya Pillai	Faculty Representative	80
7. Dr. Mrinal Kanti Manik.	Faculty Representative	Mnamia
8. Mr. ShishirVerma	Faculty Representative	En
9.Mr Saji Joseph	Administrative Representative	Sa) Joseph
10.Mr. Kurien Daniel	Industry Representative	Kolomely
11.Anish Andrews	Alumni Representative	Aniela
12.Mr Harsh Bijwe	Student Representative	Harth

IQAO Coordinator (Dr Sasank Shekhar Bishoyi) Principal (Dr. Mrs. Dipali Soren)



Minutes of the IQAC Meeting Held on 21st May, 2019

IQAC meeting was held on 21stMay 2019. The meeting started with a word of prayer by the Executive Vice Chairman, CCET, Bhilai. Minutes of the previous IQAC meeting were read out by the IQAC coordinator. This was followed by discussion on the following agenda:

- 1. Result analysis of odd semester.
- 2. Departmental activities as per the Academic Calendar (Syllabus coverage, Attendance): Execution & follow up.
- 3. Research and Development activities.
- 4. Industry Institute Interaction cell activity
- 5. Any other issue with the permission of the chair.

Discussions:

Result analysis of odd semester

Odd semester result of all the departments were discussed.

Departmental activities as per the Academic Calendar (Syllabus coverage, Attendance): Execution & follow up

A follow up of all the activities planned by departments to be conducted in even semester were discussed.STTP on Hands on Expertise in MATLAB Modeling on Power Electronics & Control System was conducted from 5thto 9th March, 2019 at CCET.

Research and Development activities

The workshop proposed to CCOST was accepted and the workshop was conducted by Computer Science and Engineering Department.

Industry Institute Interaction cell activity

Industrial visit were conducted by III cell.

Any other issue with the permission of the chair:

No other issue came up for discussion.

(Dr Sasank Shekhar Bishoyi)

Principal (Dr. Mrs. Dipali Soren)

Meeting Date:21 May 2019

Meeting Ducous	Resolution	Action Taken
Agenda	It was decided to instruct the	Students were counseled by
Result analysis of	department HODs to counsel the	HODs and other department
emester	students having poor result and	
	take measures to improve result.	
	take measures to improve results	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	To take follow-up of activities	All the faculty members ha
epartmental activity	planned in even semester	anended live days short
	-plained in even semester.	training program (STTP) of
		Hands on Expertise in MATLAB Modeling on Power
		Electronics & Control System
		held at Christian College o
		E-sincoring & Technology
		Bhilai from 5"to 9" March
		2019 under TEOIP-III.
		Faculties presented paper at
	<i>(-)</i>	Technologia 2019.
	2 1	Internet Workshop for
Research and Development	1 (1) take lonow up of P-1	Developing Technological Skills
activities	workshop by R &D cen to	in School Students was
activities	CGCOST.	organized on 6th February 2019
		in coordination with CSE
		department. Industrial visits were arranged
Industry Institute Interaction	Take Tollow wp	and students of 4th semester
cell activity		CSE went for an Industrial tour
	_	to Energy park and science city
	-	on 15/02/19 and 6th semester
		students went to 36INC on
		20/02/19. All the students of ETC
		Department visited Karranalla
	10. V= 4	Barage a tKabirdham district
		and studied about PLC setup.