

SRINIX COLLEGE OF ENGINEERING, BALASORE

Minutes of Academic Committee meeting:

Date: 22.06.2021

The first meeting of the Academic committee for the session 2021-22 held on 22.06.2021 at 3.00PM in the principal's room. The following members were present:

1. Principal - Head of the Academic Committee
2. Sri P K Tripathy - Coordinator IQAC *PKT 22.06.21*
3. Sri B C Ray - HOD Mech Engg *mch 22/6/21*
4. Sri S K Giri - HOD CSE *SKG 22.6.21*
5. Sri H Satapathy - HOD Civil Engg *HS 22.6.21*
6. Mrs A S Das - Head Admission Section *And*
7. Sri M R Sahoo - Head Examination Section *Manas Rajan Sahoo*
8. Sri A K Sahoo - Librarian *AKS 22.6.21*
9. Sri B Das Mohapatra - Administrative Officer, BTES, Balasore *MBM 22.6.21*

Minutes of Discussion:

The principal welcomes all the members of the committee and the following resolutions were adopted after a thorough discussion.

- a) The workload of all the disciplines were analyzed and requirement of faculty members if any were calculated and it was found that there was no requirement of new faculty members.
- b) It was decided that all the faculty members will be assigned with two theory papers and one laboratory apart from other extracurricular activities of the college.
- c) Keeping in view the Pandemic situations of Covid -19, it was decided to hold classes in online mode and if situation comes under control then offline classes will be started as per Government guidelines.
- d) The IQAC coordinator was informed to prepare the Academic calendar and accordingly lesson plan must be completed within 10-days of this meeting.
- e) The time table in charge was informed to prepare it on or before 27.6.21.
- f) It was decided to plan for the conduct of at least two invited talks/workshops in the department in the semester.
- g) The establishment section in charge was informed to keep all the accessories ready for online classes.
- h) The Coordinator IQAC was informed to coordinate and monitor the above discussed matters. The meeting ended with thanks to the chair.

[Signature]
Signature of the principal