

Minutes of IQAC Meeting – April 2025

A meeting of the Institute IQAC was conducted on 17th April 2025 in the Conference Hall, SMIT. The following members were present:

1. Prof. (Dr.) G. L. Sharma, Director – Chairperson
2. Prof. (Dr.) Sangeeta Jha, Associate Director (Acad.)
3. Prof. (Dr.) A. Roychaudhuri, HoD, Mathematics
4. Ms. Bijoyeta Roy, HoD, CSE (i/c)
5. Prof. (Dr.) Samarjeet Borah, HoD, CA & AD(R&D) (i/c)
6. Prof. (Dr.) Biswaraj Sen, Head TPIL & HoD, IT
7. Dr. Bikash Sharma, HoD, ECE
8. Dr. Jyotika Sharma, Convenor, Psychology
9. Dr. Rakesh Viswakarma, Convenor, PE & Sports
10. Dr. T. Ramu, DCE(T)
11. Dr. Kh. Premoda Devi, Librarian
12. Dr. Amit Kr. Singh, Member, Quality Cell, HoD, EEE (i/c)
13. Dr. Manish Kr. Roy, Member, Quality Cell, HoD, ME (i/c)
14. Dr. Archit Yajnik, Member, Quality Cell, Head (i/c)
15. Mr. P.K. Mahto, Coordinator, IQAC
16. Ms. Upama Bomzon, Member, Quality Cell, HoD, CE (i/c)
17. Dr. Amit Kr. Roy, Chief Warden
18. Dr. Ranjit Panigrahi, Head, ITC
19. Dr. Santonu Sovaoandit, Head, ICC
20. Mr. Binod Hingmang, DM-Finance
21. Col. D.B Chhetri, Head Administration
22. Mr. T.N. Bhutia, Office Superintendent

The meeting commenced with a presentation by Dr. M. K. Roy from the Quality Cell, outlining the activities undertaken by the Quality Cell for various private rankings, such as:

- The Week – Hansa Research – Engineering College Survey 2025
- CSR – Engineering College/Institute Survey 2025
- India Today Rankings- MDRA Best Colleges Ranking 2025.

Following the presentation, Director-SMIT made the following recommendations for future implementation:

Conduction of IQAC meeting with external members and to be held bi-annually.




- A short presentation during IQAC meetings on updates regarding the new NAAC accreditation process.
- Ensuring participation of all SWOC analysis members in IQAC meetings.
- Organization of a Curriculum Conclave by the Quality Cell in June/July 2025.

The Director also invited feedback from members on any required modifications to existing data collection or work-related processes. The consensus among members was that no changes were necessary at this time.

The meeting then proceeded to discuss points raised by the Challenges Group during the SWOC Analysis Meeting held on January 17–18, 2025. Each recommendation from the group was reviewed, and action items were identified as follows:

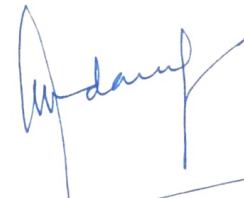
1. Department-wise social media coordinators to be appointed to ensure effective implementation of the SMIT outreach strategy. The Director requested an action plan for the same.
2. Heads of Departments were instructed to monitor faculty participation in student events and programs.
3. The Challenges Group will finalize the revised action points and submit them to the Quality Cell for incorporation into the Vision Document.
4. The Challenges Group will also track implementation progress and submit a bi-monthly report to the Director, SMIT.

There being no other points, the meeting ended with thanks to the chair.


19.4.25

Dr. Archit Yajnik
(i/c) Head, Quality Cell





Prof. (Dr.) G. L. Sharma
Director, SMIT

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