

PROCEEDING OF THE MEETING FOR ACADEMIC WORK OF ALL DEPARTMENT HELD ON DT: 23/10/2024 AT 11A.M IN THE CONFERENCE ROOM OF GOVT. POLYTECHNIC MAYURBHANJ.

A meeting was held on dated 23/10/2024 at 11 A.M in the Conference room of Govt. Polytechnic Mayurbhanj under the Chairmanship of the Principal, Govt. Polytechnic, Mayurbhanj to discuss about academic related work of all .Department in the presence of the following members of PAQIC of Govt. Polytechnic Mayurbhanj.

Members present:-

Er.Kambupani Meher, Principal,Govt.Polytechnic,Mayurbhanj ----- Chairman
Er.Leena Marndi, Lecturer,Electronics & Telecom. Engg.-----Liaisoning Officer
Er.Sushree Subhashree Das, Sr.Lecturer,Metalurgical Engg-----Member
Er.Subhasmita Naik ,Sr.Lecturer, Civil Engg.----- Member
Smt.Kuni Majhi, Sr.Lecturer,Chemistry----- Member
Er. Thakur Hansdha, Sr.Lecturer,Mechanical Engg. ----- Member
Er.Sasmisa Saha, Lecturerstage-II,Mechanical Engg. ----- Member
Er.Rajib Lochan Dash, Lecturerstage-II,Electrical Engg. -----Member
Miss.Sunalipi Tudu,Librarian-----Member
Mr.Samya Ranjan Mishra-----External Advisor
Miss.Monalisa Das,Alumni-----Member

At the outset, Liaisoning Officer welcome all the members present in the meeting ,presented all the plans, procedures, schedules of the committee, invited suggestions or comments for better type of management of academic activities.

1.Course coverage.

The Principal asked all HOD about the status of Course progress and academic activities. All HOD inform that about 90% course are covered as semester exam is in January.

It was suggested to complete the syllabus earlier before closing of attendance and do revision.

2.Study Tour

The Principal asked about the study tour of students of different department.

It was informed that study tour of both 2nd year and 3rd year students of Mechanical, Metallurgy department,3rd year students of Civil department,2nd year students of Electrical department completed.

It was suggested to do study tour of 2nd year student of Civil department , 3rd year students of Electrical department and also 1st year students after the semester examination.

3.Website updation

Lecture profile will be updated in Institution website so all HODs are advised to give details of newly joined lectures to Mrs.Hemangini Dalehi ,Lecturer in computer science.

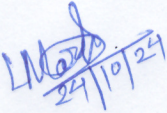
4.Registration in Digital Library

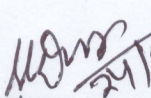
All HODs are advised to register their students in digital library. Life skill trainer sir Debasis Behera is advised to help all the department in this work.

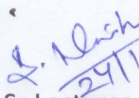
5.Requisition

All departments and sections are advised to give requisition of their requirements. Seminar hall in-charge is asked to give requisition list for public address system.

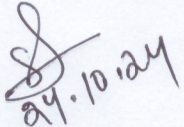
The meeting ended with a vote of thanks to the chair.

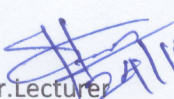

24/10/24
Sr.Lecturer,
Electronics & Telecom. Engg.


24/10/2024
Sr.Lecturer,
Metallurgical Engg.

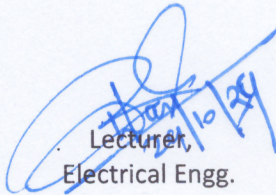

24/10/24
Sr.Lecturer,
Civil Engg.

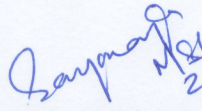
Sr.Lecturer
Chemistry


24.10.24
Librarian

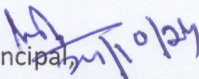

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Lecturer,
Electrical Engg.


24.10.24
External Advisor

Alumni


24/10/24
Principal,
Govt. Polytechnic Mayurbhanj