



बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY

(वि. अनु. आठ अधिनियम १९५६ की धारा ३ के तहत मान्यता विद्यापीठम् | A Deemed to be University u/s 3 of UGC Act, 1956)

मेसरा, राँची - ८३५२१५ (भारत) || MESRA, RANCHI - 835 215 (INDIA)

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Notice No. : RO/Estb/IQAC/2023-24/3400

17th October 2023

OFFICE ORDER

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Internal Quality Assurance Cell (IQAC) of the Institute is hereby constituted as under:

S.No.	Name/Designation	Designation/Department	Capacity
A)	Chairman : Head of Institution		
	i) Prof. Indranil Manna	Vice Chancellor	Chairman
B)	Senior Administrative Officers		
	i) Prof. Kunal Mukhopadhyay	DoFA	Member
	ii) Prof. Nisha Gupta	DPGS	Member
	iii) Prof. C. Jeganathan	DRIE	Member
	iv) Prof. Manjari Chakraborty	DoIP	Member
	v) Prof. Sandip Dutta	Registrar	Member
	vi) Dr. S.K. Jha	CoE	Member
C)	Teachers		
	i) Dr. Sudip Das (Professor & Dean)	Space Engg. & Rocketry	Director (IQAC)
	ii) Dr. Bapi Gorain (Asst. Professor)	Pharm. Sc. & Technology	Member
	iii) Dr. R. Naresh Kumar (Asso. Professor)	Civil & Env. Engineering	Member
	iv) Dr. V.S. Rathore (Asso. Professor & Head)	Remote Sensing	Member
	v) Dr. Priyank Kumar (Asst. Professor & I/c)	Space Engg. & Rocketry	Member
	vi) Dr. Rishi Sharma (Asst. Professor)	Physics	Member
	vii) Dr. Abhisek Jana (Asst. Professor)	Hotel Mngt. & Catering Tech.	Member
	viii) Dr. Prem Prakash (Asst. Professor)	Electrical & Electronics Engg.	Member
	ix) Dr. Akriti Nigam (Asst. Professor)	Comp. Sc. & Engineering	Member
	x) Dr. Tanushree Bhattacharya (Asso. Prof.)	Civil & Env. Engineering	Member
D)	Members from the Management		
	i) Dr. Purnendu Ghosh	Executive Director, BISR	Member
E)	Nominee from Local Society (Students & Alumni)		
	i) Mr. Nikhil Ananad (B.Tech/10118/21)	Comp. Sc. & Technology	Member
	ii) Ms. Srishti Choudhary (B.Tech/10351/21)	Chemical Engineering	Member
	iii) Mr. Agrawal Aditya Shailesh (B.Tech/10537/21)	Comp. Sc. & Technology	Member
F)	Nominee from Employers/Industries/Stakeholders		
	i) Sri Rana Subhasis Chakraborty Director (Marketing)	Chief General Manager (Environmental Engineering) MECON Ltd., Ranchi	Member
G)	Other Officer Bearers		
	i) Mr. Rahul Rai (Deputy Registrar)	Admissions, Accreditation & Coordination	Member
	ii) Ms. Shruti Sharma (Asst. Registrar)		Member Secretary

*Subject to approval from Chairman, BoG.

Scope: The scope of functions of IQAC shall be:

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the Institute.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents, alumni and employers on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.

Sandip Dutta
17/10/2023

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- e) Organization of inter and intra university workshops, seminars on quality related themes and promotion of quality circles.
- f) Documentation of the various programmes/activities leading to quality improvement.
- g) Acting as a nodal agency of the Institute for coordinating quality-related activities, including adoption and dissemination of best practices.
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining/ enhancing the institutional quality.
- i) Provide a sound basis for decision-making to improve Institute functioning.
- j) Build or organized methodology of documentation and internal communication.
- k) Development of Quality Culture in the Institute.
- l) To look into the quality assurance parameters and other related issues such as NBA/NAAC Accreditation etc., as per the IQAC guidelines (http://naac.gov.in/images/docs/AQAR_ONLINE/IQACAQAR_Guideline_Unviersities-12-03-2020.pdf).
- m) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.
- n) Any other relevant matters referred by the Vice Chancellor, to the above committee from time to time.


Tenure: Till further Orders.

Meetings & Quorum: The IQAC shall meet as often as may be necessary but at least once in three months. The attendance of at least two-third of the total number of the members shall constitute the quorum for the meeting.

Role of Member Secretary:

- a) Scheduling and administration of meeting, record-keeping to meet the governance requirements.
- b) To ensure the meetings are regularly organized and minutes recorded efficiently.
- c) Thorough communication and correspondence with all stakeholders.
- d) Minutes/Recommendations of the IQAC shall be duly approved by the Competent Authority.

This is issued with the approval of the Competent Authority, and it supersedes all previous orders on the subject.


Registrar (Officiating)

To,
The Chairman,
& All Members.

Copy to:

1. All Dean(s) / Asso. Dean(s) / Director (IQAC) / CoE / CoA
2. All HoD(s) /In-Charge(s), Academic Departments / Sections
3. Prof. In-charges (Comm. Services/Energy Management/Water Resources/ Security/Central Library)
4. Director(s)/In-charge(s), BIT Off-Campuses/ University Polytechnic/ BIT-STEP.
5. Dy. Comptroller / Dy. Finance Officer/ M.O. (In-charge)
6. Dy. Registrar(s) / AO(E&HR) / Assistant Registrar(s)
7. Webmaster/ Notice Board
8. PS to VC
9. File