



Ref. No.: BBT/0001/2021-22 / AAB/000

Date: 25.08.2021

Time: 10:00 AM

Meeting minutes of Academic Advisory Board

At the Chair the Chairman welcomed all the members present in the meeting and specially expressed gratitude towards the External Members whose experience will provide the valuable direction to steer the Institute on the path of Academic Excellence.

The following items are discussed and the corresponding resolutions are taken:

Agenda No.	Agenda of Meeting	Description
K.1	Periodic Address by Head of the Institution	It is the responsibility of the Head of the Institution to address the faculty and students about the new policies / systems / developments in the college for their awareness and implementation.
K.2	Outcome based Learning	Prof. G.P. Singh suggested that the environment of the Outcome based learning should be maintained among the faculty and students of the Institute so that they can understand the meaning and purpose of Program Outcome and Course Outcome.
K.3	Transparency, Awareness to all stakeholders	Prof. Kameshwar Singh suggested to all stakeholders about academic activities of the Institute and to be in regular touch.
K.4	Budget Formulation	Head Institution to prepare the overall Budget keeping focus on Research and Innovative activities. Budget related activities should be updated on regular basis.
K.5	Improvement in research work	Head suggested to enhance the research related work. Publications should be of higher standards.
K.6	Infrastructural Development	To enhance the infrastructural facilities to keep pace with the changing needs of teaching/learning and research environment.
K.7	Academic Activity Calendar	Preparation of the Academic activity calendar for COE Semester 2021-22 has been suggested and it was expected that the same shall be followed in the Institute.

