



BABU BANARASI DAS INSTITUTE OF TECHNOLOGY & MANAGEMENT

Established by Babu Banarasi Das National Institute of Technology & Management
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Ref. No: Bb-BBDITM-2023-24-AB-016/MON

Date: 07 February 2024

ACADEMIC ADVISORY MEETING MINUTES

In reference to the Notice Ref. No: Bb-BBDITM-2023-24-AB-016, the Academic Advisory Board meeting convened at 10:00 AM in Board Room, BBDITM with a welcoming address by the Convener, who briefed the members on the importance of the meeting in evaluating academic quality and institutional processes. The agenda was then taken up for discussion.

S.No	Agenda	Description
16.1	Curriculum Gap Analysis & Closure	Departmental Academic Advisory Committees discussed on identified gaps related to emerging technologies, industry relevance, and interdisciplinary learning. Feedback from industry experts and alumni was considered for curriculum enrichment and syllabus updates.
16.2	Outcome-Based Education (OBE) Implementation	Progress on OBE implementation was reviewed, including CO attainment calculations, indirect assessment tools, and gap analysis. Departments were advised to strengthen internal audits and standardize documentation formats.
16.3	Student Support Mechanism (Higher Education & Entrepreneurship)	Initiatives such as Learners' Clubs, competitive exam support, alumni mentoring, higher education guidance, and career encouragement were reviewed. Focus was placed on identifying and mentoring final-year students with research or entrepreneurial interests.
16.4	Teaching Learning Innovation	Departments shared innovative teaching practices including flipped classrooms, peer learning and use of digital platforms. The impact on student engagement and learning outcomes was discussed.
16.5	Research & Development Activities	Department-wise research progress including publications, student projects, funded proposals, consultancy activities, and interdisciplinary collaborations was reviewed. Emphasis was laid on regular research dashboard updates and quality publications.
16.6	Faculty Performance & Development	Faculty workload, academic outcomes, FDP participation, mentoring effectiveness, and innovation contributions were reviewed. Faculty members were encouraged to engage in continuous professional development through FDPs and industry activities.
16.7	Infrastructure, Library & Learning Resources	Laboratory readiness, ICT tools, library digital resources, and student support facilities were reviewed and found comply with NBA requirements. Suggestions for continuous upgradation were discussed.
16.8	Examinative, ERP & Academic Progress	Examination duty allocation, syllabus coverage, ERP updates, internal marks upload, and remedial measures were reviewed. Departments reported satisfactory academic progress and

BABU BANARASI DAS EDUCATIONAL SOCIETY

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