



BABU BANARASI DAS INSTITUTE OF TECHNOLOGY & MANAGEMENT

(Formerly known as Babu Banarasi Das National Institute of Technology & Management)
Affiliated to Dr. A.P.J. Abdul Kalam Technical University (AKTU College Code : 054)

Approved by All India Council for Technical Education (AICTE)
Website : www.bbdnitm.ac.in / Email ID : director@bbdnitm.ac.in
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Ref. No.: Dir-BBDITM/2024 -25/AAB-018/MOM

Date: 12th February 2025

ACADEMIC ADVISORY MEETING MINUTES

In reference to the Notice Ref. No.: Dir-BBDITM/2024 - 25/AAB-018, the Academic Advisory Board meeting commenced at 10:00 AM in Board Room , BBDITM with a welcome address by the Convener, who briefed the members on the importance of the meeting in strengthening academic quality and institutional processes . The agenda was then taken up for discussion.

S.No	Agenda	Description
18.1	Faculty Workload Monitoring	The Committee suggested periodic review of faculty workload to maintain balance across teaching, mentoring, and administrative duties, and recommended limiting non-teaching responsibilities to a defined share of total workload.
18.2	Student & Faculty Research Engagement	The Committee recommended increasing student involvement in research through co-authorship opportunities, mini-projects, and conference mentoring, while sustaining faculty research momentum.
18.3	Mentor-Mentee System Strengthening	The Committee suggested adopting standardized mentor-mentee meeting templates, fixed interaction schedules, and periodic mentee feedback to improve consistency and effectiveness.
18.4	Industry-Oriented Skill Development Programs	The Committee recommended strengthening collaborations such as "Shape Your Mind" (HCL) and similar initiatives to enhance industry readiness, certification pathways, and employability skills.
18.5	Sustainability & Community Engagement	The Committee suggested integrating sustainability themes, waste management practices, and community outreach activities into both academic and co-curricular student engagements.
18.6	Student Participation in Competitions & Events	The Committee recommended continued encouragement and structured mentoring for student participation in national and international competitions, hackathons, and innovation challenges.
18.7	Accreditation & Quality Assurance (NBA / TCS)	The Committee suggested maintaining consistency and traceability in NBA documentation, outcome-based assessment mapping, and leveraging the TCS Priority College status for academic industry alignment.
18.8	Teaching-Learning Innovations	The Committee recommended wider adoption of innovative pedagogies such as flipped classrooms, experiential learning, and NEP 2020-aligned practices to improve learning outcomes.
18.9	Examination Readiness & Academic Closure	The Committee suggested strict adherence to examination schedules, timely ERP marks entry, and focused revision and remedial strategies for core subjects and final-year projects.
18.10	Faculty Development & Upskilling	The Committee recommended encouraging faculty participation in FDPs, NPTEL courses, certifications, and skill enhancement programs, with systematic documentation for institutional records.

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18.11	Alumni Engagement & Role Modeling	The Committee suggested leveraging distinguished alumni achievements through structured alumni interactions to inspire students and strengthen institutional branding.
18.12	Infrastructure & Digital Systems	The Committee recommended continued monitoring of ERP systems, lab upgrades, and ICT infrastructure to support transparency, accountability, and accreditation readiness.
18.13	Documentation & Continuous Improvement	The Committee emphasized systematic documentation of academic, research, mentoring, and best practices for audits, accreditation, and continuous quality improvement.

Any other agenda with the permission of chair


Director, BBDITM



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