



Ref. No. TITE/ACA/504/25

Date: 18 December 2025

INTERNAL QUALITY ASSURANCE CELL

In supersession to earlier notice, the following committees are reconstituted to support effective governance, student welfare, academic excellence, discipline and ethical practices. These committees will function as per institutional policies and regulatory guidelines.

All Committees must follow the following guidelines

- Committees shall meet periodically and maintain proper records.
- Confidentiality, fairness and transparency must be ensured.
- The policy shall be reviewed periodically and updated as per Institutional requirements and regulatory guidelines.
- Committees will follow the guidelines of Institutional policies, rules and regulations.

The Committee Members are as follows:-

<u>Sl.Nos.</u>	<u>Name of the staff members</u>	<u>Designation</u>	<u>Committee designation</u>
1.	Prof(Dr.) Anadi Charan Sahoo	Director, TITE	Adviser
2.	Prof. Suvrakanta Pal	Asst. Prof., ECE	Coordinator
3.	Prof. Pritiranjana Bhol	HOD, ME	Member
4.	Prof. Satya Prakash Rout	HOD, ECE	Member
5.	Prof. Ramakanta Sahoo	HOD, MBA	Member
6.	Prof. Namita Das,	HOD, CSE	Member
7.	Prof. Farhad Jahan	HOD, CE	Member
8.	Prof. Kanan Kumar Das	HOD, EE	Member
9.	Dr. Chetana Tripathy	HOD, Auto. Engg.	Member
10.	Dr. Swagatika Acharya	Asst. Prof. ME	Member
11.	Prof. Rupali Aparajita Parida	Asst. prof, Sc. & Hum.	Member
12.	Mr. Braja Bandhu Mishra	MD, RAREAN Industry	Member
13.	Mr. Priti Ranjan Sethy	Parent Rep.	Member
14.	Prof. Gopabandhu Sahoo	Alumni Rep.	Member
15.	Mr. Girish Chandra Das	Asst. Professor	Member

PRINCIPAL
TempleCity Institute of
Technology & Engineering
Taraboi, Khordha

IQAC Guidelines

IQAC – FORMATION AND STRATEGIES

In pursuance of its Action Plan for performance evaluation, assessment & accreditation & quality up-gradation, the college established IQAC in 2022, as an agency for quality improvement and sustenance and in conformity with NAAC guidelines TITE College established its IQAC on 04/03/2022. The role of IQAC is to act as an overall advisory body of the college, constantly in interaction with its different stakeholders to facilitate overall improvement of the infrastructure, teaching learning process, research, governance, extension activities etc.

Since quality enhancement is a continuous process, the IQAC has become a part of the college's system & works towards realization of the goals of quality enhancement & sustenance. The prime task of the IQAC is to develop a system for conscious, consistent & catalytic improvement in the overall performance of the college. For this, during the post-accreditation period, it has channelized all efforts & measures of the institution towards promoting its holistic academic excellence.

Objective:

The primary aim of IQAC is:

- To develop a system for conscious, consistent and catalytic action.
- To improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

The internal Quality Assurance Cell of TempleCity Institute of Technology and Engineering (TITE) constantly endeavors to evolve mechanisms and procedures for:

- Ensuring timely, efficient, and progressive performance of academic, administrative, and financial tasks
- The relevance and quality of academic and research programs

- Equitable access to and affordability of academic programs for various sections of society
- Optimization and integration of modern methods of teaching and learning
- The credibility of evaluation procedures
- Ensuring the adequacy, maintenance and functioning of the support structure and services
- Research sharing and networking with other institutions in India and abroad

Some of the functions expected of the IQAC are:

- Development and application of quality benchmarks
- Parameters for various academic and administrative activities of the institution;
- 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;
- Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- Dissemination of information on various quality parameters to all stakeholders;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes/activities leading to quality improvement;
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality
- Periodical conduct of Academic and Administrative Audit and its follow-up
- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Benefits:

IQAC will facilitate / contribute to:

- Ensure clarity and focus in institutional functioning towards quality enhancement
- Ensure internalization of the quality culture
- Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices
- Provide a sound basis for decision-making to improve institutional functioning
- Act as a dynamic system for quality changes in HEIs
- Build an organized methodology of documentation and internal communication

Copy to all concern


PRINCIPAL
Principal
TempleCity Institute of
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Taraboi, Khordha



TEMPLECITY INSTITUTE OF TECHNOLOGY & ENGINEERING
TARABOI, KHORDHA

No. TITE/IQAC/277/25

Date: 20.12.25

CIRCULAR

A meeting of the IQAC is to be held at 2.00 PM on 23rd Dec. 2025 in the Admin Block, conference room. A copy of the agenda is enclosed below for the IQAC meeting during the academic session 2025-26.

All the members are requested to make it convenient to attend the meeting.

Agenda of the meeting:

1. Review of last IQAC meeting Minutes.
2. Review of Target Activities Progress of the year 2025-26.
3. Discussion on NAAC Process.
4. Review of Faculty Research Initiatives.
5. Review of Innovative Activities.
6. Training & Placement Cell activities.
7. To consider holding of an event to promote civic sense among the students so that they grow as responsible citizens.
8. To decide activities for promoting placement and entrepreneurship among students by involving reputed outside experts and preferably with funding/sponsorship from a funding agency.
9. To consider and decide application-oriented activities/events for the students of different branches of engineering & management.
10. Review of the Admission Process.
11. To consider revision of administrative and academic audit formats.
12. Formation of Different Committee and any other item with permission of the chair.

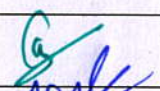
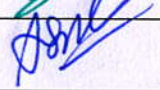
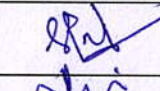

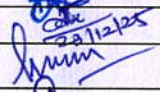

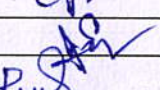
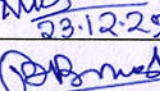
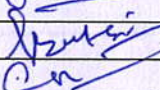
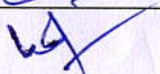
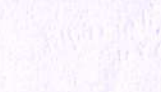
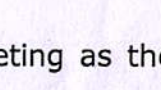
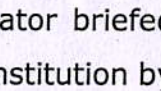

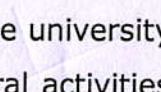
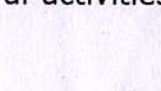

IQAC COORDINATOR

TITE, Khordha

Minutes of the Meeting and Action Taken Reports

A meeting of the IQAC members was held in the Admin Block at 2 p.m. on 23rd Dec, 2025. The following members were attended the meeting:

The Committee Members are as follows:-

<u>Sl. Nos.</u>	<u>Name of the staff members</u>	<u>Designation</u>	<u>Committee designation</u>	<u>Signature</u>
1.	Prof.(Dr.) Subrat Ku.Mohanty	Principal	Chairman	
2.	Prof(Dr.) Anadi Charan Sahoo	Director, TITE	Adviser	
3.	Prof. Suvrakanta Pal	Asst. Prof., ECE	Coordinator	
4.	Prof. Pritirajan Bhol	HOD, ME	Member	
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10.	Dr. Chetana Tripathy	HOD, Auto. Engg.	Member	
11.	Dr. Swagatika Acharya	Asst. Prof. ME	Member	
12.	Prof. Rupali Aparajita Parida	Asst. prof, Sc. & Hum.	Member	 23.12.25
13.	Mr. Braja Bandhu Mishra	MD, RAREAN Industry	Member	
14.	Mr. Priti Ranjan Sethy	Parent Rep.	Member	
15.	Prof. Gopabandhu Sahoo	Alumni Rep.	Member	
16.	Mr. Girish Chandra Das	Asst. Professor	Member	

Minutes of the meeting

The Principal Prof.(Dr.) Subrat Kumar Mohanty presided over the meeting as the Chairman IQAC and welcomed the members. Mr. Suvrakanta Pal, Coordinator briefed the committee about its functions, goals objectives and benefits for the institution by IQAC.

Various semester wise academic activities were discussed in line with the university academic calendar and accordingly schedule for sports and other cultural activities were proposed.

The IQAC members expressed their satisfaction on the measures already taken by the anti-ragging committee and squad. It was pointed out that, there is no previous incidences of ragging in the campus. Appropriate displays as per AICTE directives were also suggested to be added in a few more places in the campus.

The members expressed the importance of the matter and HOD, MBA was requested to plan and arrange professional development activities for newly admitted and other regular students.

The Chairman took up the pre initiated plan for organizing and National Workshop on Mobile, Multimedia and Internet during the semester inviting Dr. Bibhudhendu Pati Professor ECE of Rama Devi University Odisha, at TITE. Director Dr. A. C. Sahoo was requested to give wide publicity to the event to attract effective attendance from CSE, ECE and MBA domains.

All HODs were requested by the committee members to promote such activities involving the students from all the departments.

The committee communicated Prof. Deepak Ranjan Praharaj, of MBA Deptt. to continue this annual activity in the present session activities for promoting placement and entrepreneurship among students by involving reputed outside experts also.

The Chairman reviewed and suggested the concerned Heads of departments to complete all the AICTE procedures in time related to their Programs.

Mr. Ramakanta Sahoo, Department of Management Studies was requested to develop different activities in consultation with other faculty members.

By reviewing the admission process the chairman want to know the present status of the admission to different branches. Members showed their dissatisfaction after reviewing the regular admissions and advised to expedite the same.

Further, the Committee have discussed with the management to perform various outreach programmes inside and outside campus.

Members expressed the need for development of Administrative and Academic Audits at TITE in various disciplines.

Meeting adjourned with a vote of thanks to the chair.


Chairman
TempleCity Institute of
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Taraboi, Khordha