

IQAC Committee Meeting

Date: 19/07/2021

A meeting of the newly-constituted IQAC Committee members was held on 19.07.2021, at 12:15 pm, inside the chamber of the Principal, under the chairmanship of the Principal, Dr. Prabina Kumar Nanda, following Covid 19 – appropriate behaviour.

Meeting Agenda:

- i. Welcome address by the Principal
- ii. Role and function of IQAC by the Coordinator, IQAC
- iii. Institutional SWOC analysis
- iv. Optimization and integration of modern methods of teaching and learning
- v. Steps towards preparation of AQAR
- vi. Adoption of institutional Best Practices
- vii. Preparation of Academic Calendar
- viii. Preparation of Annual Action Plan of IQAC
- ix. Release of IQAC e- Newsletter
- x. Any other item
- xi. Vote of Thanks by the Coordinator, NAAC

The following members were present:


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| 1. Dr. Smaranika Hota | - Smaranika Hota |
| 2. Dr. Jyoshnamayee Panda | - Jyoshnamayee Panda |
| 3. Dr. Purushottam Sahu | - Purushottam Sahu |
| 4. Sri A. P. Bishoyee | - Anur Prasad Bishoyee |
| 5. Sri Panchanan Padhy | - Panchanan Padhy |
| 6. Sri Simanchal Bhola | - Simanchal Bhola |
| 7. Dr. Durga Prasad Das | - Durga Prasad Das |
| 8. Dr. Anita Kumari Panigrahi | - Anita Kumari Panigrahi |
| 9. Sri Govind Panda | - Govind Panda |
| 10. Ms. Mausumi Acharya | - Mausumi Acharya |
| 11. Mr. Auro Ashis Maharana | - Auro Ashis Maharana |

Principal,
19/7/21
Ganjam College, Ganjam

Proceedings of the Meeting: The meeting started with the Principal-cum-Chairperson, Dr. Prabina Kumar Nanda, welcoming all the new members of the newly-constituted IQAC Committee. The Coordinator of IQAC, Dr. Smaranika Hota, briefed the members about the role and function of IQAC in Institutes of Higher Education. The Chairperson proceeded with the SWOC analysis of the institute while other members put forth their views on the same. It was followed by a discussion regarding the optimization and integration of modern methods of teaching and learning. Modalities regarding preparation of AQAR as per NAAC guideline were elaborated upon. Institutional Best Practices were identified and a plan was put in place to implement the same at the institutional level. There was discussion regarding preparation of Academic Calendar for the current academic session as well as preparation of IQAC Annual Action Plan. The first e-Newsletter of IQAC was released by the Principal. The meeting ended with a Vote of Thanks by Dr. Purushottam Sahu, Coordinator, NAAC.

The following resolutions were taken:

- i) Steps be taken towards developing the infrastructure of the institution.
- ii) Steps be taken for installation of an ICT-enabled class room for the optimization and integration of modern methods of teaching and learning.
- iii) Steps be taken for installation of a Computer Lab. for the benefit of the students.
- iv) Steps be taken for the preparation of Annual Quality Assurance Report(AQAR) in accordance with NAAC guideline.
- v) Academic Calendar for the current session be prepared in accordance with UGC guideline.
- vi) Annual Action Plan of IQAC be prepared in accordance with the Annual Action Plan of the teaching departments and different committees.
- vii) The following Best Practices be institutionalized:
 - a) Soft Skill Development among the students for enhancing their employability.
 - b) Entrepreneurial Skill Development among the students for better future prospects.
 - c) Campus Biodiversity and Environmental Engagement as a continuous practice.
 - d) Extra-Mural lecture series for the holistic development of the students of the institution.
 - e) Celebration of National, International and Commemorative Days to create a better learning environment for the students.
 - f) Career Counselling as an integral part of the education system.


Principal,
Ganjam College, Ganjam