



## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Ganjam College, Ganjam**

### **IQAC COMMITTEE MEETING**

**Date: 29.08.2022**

A meeting of the committee members of IQAC was held on 29.08.2022, at 11:30 AM, inside the chamber of the Principal under the chairmanship of Dr. Prabina Kumar Nanda related to the matters pertaining to the quality enhancement measures of the institution.

#### **MEETING AGENDA**

- i. Welcome address by the Principal
- ii. Presentation of the resolution of last meeting
- iii. Preparation of SSR and submission of the same within the stipulated time frame.
- iv. Development of learning infrastructure like library, laboratory, ICT class room, computer lab and others.
- v. Proper curriculum planning and implementation.
- vi. Capacity building of the institution.
- vii. Library and Office automation.
- viii. Active role of students support cells and community outreach programmes.
- ix. Add On Certificate Courses for students – progress regarding
- x. Academic Audit , Green Audit and Gender Audit to be taken up effectively.
- xi. Organization of National level seminars.
- xii. MOU with other institution
- xiii. Waste Management.
- xiv. Institutional distinctness and best practices

#### **Following members were present:**

- i. Dr. Prabina Kumar Nanda(Chairperson)
- ii. Lokanath Mishra, Aruna(NGO)
- iii. Rabindra kumar Mohanty, GRASIM
- iv. Simanchala Bhola
- v. Dr. Purushottam Sahu
- vi. Amar Prasad Bishoyee
- vii. Laxmi Narayan Panda
- viii. Anita Kumari Panigrahi
- ix. G. Jageswar Reddy(student member)
- x. Sunita Barik (student member)
- xi. Dr. Santosh kumar patra

- xii. Dr. D.P. Dash
- xiii. Dr. JSN. A charya
- xiv. Dr. Smaranika Hota (coordinator)

Following members were present :

- i) Dr. Prabina Kumar Nanda (Chairman) 29/8/22
- ii) Lokanath Mishra, ARUNA 29/8/22
- iii) Rabindra K. Mohanty, GRASIM. 29/8/22
- iv) Simanchala Bhola 29/8/22
- v) Dr. Purushottam Sahu, 29/8/22
- vi) Amar Prasad Borahya 29/8/22
- vii) Laxmi Narayan Panda 29/8/22
- viii) Anita Kumari Parigrahi 29/8/22
- ix) G. Jageswar Reddy (Student Member) 29/8/22
- x) Sanita Barik (Student Member) 29/8/22
- xi) Dr. Santosh Kumar Bata 29/8/22
- xii) Dr. D. P. Dash 29/8/22
- xiii) Dr. JSN. Acharya 29/8/22
- xiv) Dr. Smaranika Hota (Coordinator) 29/8/22

### PROCEEDINGS OF THE MEETING:

The meeting started with the welcome address of the Principal in which he welcomed all the new members. Dr. Smaranika Hota coordination of IQAC presented the resolutions of the last meeting. The Principal, Dr. Prabina Kumar Nanda briefed about the quality initiative of the institution i.e. acquisition of land possession certificate from the Tahasildar of Ganjam, temporary affiliation letter from Berhampur University, MOU with KIIT University, Bhubaneswar, construction of new buildings, automation of office and library, installation of Smart Class Room and Computer Lab and others. NAAC coordinator Dr. Purushottam Sahu briefed about the preparatory steps for self study report (SSR) and its submission. Academic Bursar Sri Simanchala Bhola made a point for development of learning infrastructure like the library, smart classroom, science laboratories among others. IQAC Members discussed about adopting methods for proper curriculum implementation through lesson plan and progress and innovative approach to teaching and learning.

Dr. Anita Kumari Panigrahi and Dr. Smaranika Hota discussed about the capacity building measures of the institution based on their experience of participation in a workshop on capacity building and NAAC accreditation conducted at Berhampur University on 12.08.2022. The principal briefed about the steps taken towards automation of the central library as well as the establishment section. NAAC coordinator gave the opinion to make the Student Support Cells like Career Counseling Cell more active and student oriented. Student members expressed their desire to introduce more Add-On courses for the benefit of the students of the institution. Industry member Sri Rabindra Kumar Mohanty suggested the steps to be taken up for waste management with support from Grasims pvt. Ltd. Loknath Mishra, NGO member put forth his suggestion regarding gender audit and Green audit along with Academic audit.

IQAC coordinator, Dr. Smaranika Hota discussed about the organization of National seminar with institutional support in order to receive good grade in NAAC accreditation. The principal discussed about the signing of MOU with other institutions like ILS BBSR and Grarim Industries Pvt. Ltd. Ganjam for the development of the institution. All the members put forth their ideas regarding the areas to be focused for institutional distinctness.

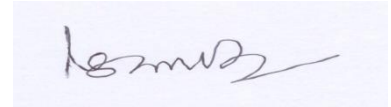
Following resolutions were taken:

- i. SSR is to be prepared within a stipulated time frame with NAAC Core Team monitoring its progress.
- ii. Room no. 13 be prepared for installing a Smart Class Room while Physics Lab be converted into a Computer Lab installing required number of computers.
- iii. Faculty members are to plan the curriculum and make progress accordingly for maximizing teaching- learning experience.
- iv. Capacity building measures be strengthened by relating higher education to the wider economic and social environment and bring about a transformation in the existing system.
- v. Library and Office Automation be taken up expeditiously for creating a transparent and easily accessible system.
- vi. Career Counseling and other cells be made more active for the overall benefit of the students.
- vii. Academic departments be prepared to conduct National seminars for enhancement of the academic ambience of the institution so that students get maximum exposure.
- viii. Green Audit and Gender Audit be taken up along with Academic Audit for quality enhancement of the institution.
- ix. MOU with reputed institutions/ industrial bodies be signed for student and teacher exchange programs as well as for development of learning resources of the institution.

- x. Best practices identified by IQAC are to be institutionalized for the optimum progress of the institution.
- xi. Workshop on waste management be organized in collaboration with Grasim industry/other institutions/bodies

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**Coordinator, IQAC**

A handwritten signature in dark ink, appearing to be 'S. M. V.', on a light-colored background.

**Principal**