



Internal Quality Assurance Cell (IQAC)

Ganjam College, Ganjam

Action Taken Report

Academic Session: 2019—20

23.03.2020

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- 1) Registration of the institution in the NAAC portal.
 - 2) Regular meetings of IQAC committee members for discussion and review of institutional quality matters.
 - 3) Participation of IQAC and NAAC Coordinators in the NAAC Workshop and Training Programme held at Berhampur University on the 18th & 19th of Nov. 2019.
 - 4) Academic Calendar for the current session was prepared and made available to all.
 - 5) College Foundation Day was celebrated on 07.08.2019 with students, faculty, Guests and eminent members of the locality.
 - 6) International Women's Day was celebrated on 08.03.2019 with the participation of SHGs and young woman scuba diver Manaswini joined by students, staff members and guest.
 - 7) NAAC mentor Prof. Sukant Kumar Tripathy was invited to orient the staff on the NAAC accreditation process on 22.01.2020.
 - 8) Librarian of Science College, Hinjilicut was invited to orient the library staff, teaching staff and students on the various uses of the library, process of cataloguing, e-resources and e-granthalaya on 03.02.2020.
 - 9) Damaged books from the library were cleared to make space for new books.
 - 10) Departmental Profile was updated.
 - 11) Individual Profile was updated.
 - 12) SWOC analysis of the institution was undertaken by IQAC.
 - 13) The institution participated in AISHE survey.

- 14) Lesson plan and progress was maintained by each faculty member for proper implementation of curriculum.
- 15) Charges were distributed on the seven criteria of NAAC among the staff members.
- 16) Extension activities were carried on by NSS, YRC and NCC involving student volunteers and cadets.



Coordinator, IQAC
Ganjam College, Ganjam



Principal
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Ganjam