

IQAC meeting held on dt 20.9.19

A meeting of the IQAC for the session 2019-20 was held on dt 20.09.19 at 11:30 am in the Principal's chamber under the chairmanship Maj. Manojkumar Pati, Principal with the kind presence and active participation of the following members

Members Present

1. Siba Sankar Pradhan ^{DEO, Nayagarh} 20/9/19
2. Dr. Janakinath Sarda 20/9/19
3. Dr. Sanjuktā Mishra 20.09.19.
4. Shibaprasad Sarda 20/9/19
5. Laxmidhar Saha
6. Hemant Kumar Ratha 20.09.19
7. Himansu Sekharam
8. Dr. Surendra Ch. Panthia 20/9/19
9. Md Omer Malik (20.09.19) Academic Bursar.
10. Rajani Kanba Acharya
11. Bipin Kumar Pattar 20.9.19

The meeting began in time with a warm welcome by the Principal Maj. M. Pati. She introduced Mr. Sibasankar Pradhan, Dist. Edn. Officer, Nayagarh as a new member of the cell. At the outset, she requested Dr. S C Pradhan, Asst. Prof. of Env. Sc., of F M University, who is a member of IQAC, to share his valuable ideas and experience pertaining to NAAC preparation peer team visit. On her request Dr. Pradhan handled the session proactively in tune with NAAC assessment and related issues there to. Other outside members namely Dr. H K Rath and Prof. R K Acharya also added their opinion to supplement the discussion. After one and half an hour long discussion the following resolutions are adopted.

1. Steps to be taken for regular Conduct of seminar / alumni / P-T meet.
2. Placement cell to be energized.
3. Appropriate step to be taken towards Bar-coding of answer scripts.
4. After the exhaust of printed answer books, comprising 24 pages, introduction of 32 page answer book with no extra additional answer sheet will be done.
5. All the faculties are to be encouraged to utilize smart class room.
6. College has to strengthen its social outreach program with its YRC/ NSS/ NCC.
7. To streamline hostel administration each hostel will have a superintendent and in this way there will be 6 supdts. in all (03 gents hostel + 3 girls hostel) coming under the direct administration of warden on behalf of principal, without any change in the functioning of the existing office.
8. Principal is requested to promote research activities among faculties.

The meeting came to a closure by a formal vote of thanks to the chair.

Maj. M Pati
20.9.19

Maj. M Pati
Principal- cum-Chairman

Dr. B K. Pattnaik
20.9.19

Dr. B K. Pattnaik
Coordinator IQAC

OFFICE OF THE PRINCIPAL,
NAYAGARH AUTONOMOUS COLLEGE, NAYAGARH

Notice

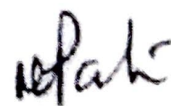
Date:- 21/09/2019

The meeting of all teaching and non teaching staff is scheduled on 23/9/2019, at 03:00 PM in Golden Jubilee Conference Hall to discuss on the following agenda.

Agenda:

1. About initiating NAAC work.
2. Discussion about NAAC Accreditation and Assessment process.
3. Restructuring of IQAC as per UGC Guidelines
4. Defining PEOs, POs and PSOs of the program.
5. Issue with the permission of the chair.

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



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NAYAGARH

Minutes of Meeting

Agenda:1 About initiating NAAC work.

Resolution:

Thorough discussion was made and it was unanimously resolved that, NAAC work is to initiated to inculcate culture of quality in institute. Further all teaching and non-teaching staff were requested to go through the revised NAAC Manual released in July-2017 for basic understanding and study.

Agenda:2 Discussion about NAAC Accreditation and Assessment process (Cycle 2).

Resolution:

It was unanimously decided that NAAC application for Cycle 2 including the AQAR is to be submitted in academic year 2019-20 i.e. within the month of April, 2020.

New Process of NAAC Accreditation and Assessment is discussed. It has three stages-

1. Self Study Report (Qualitative Metrics (350 Marks) + Quantitative Metrics (650 Marks))
2. Student Satisfaction Survey (SSS)
3. Peer Team Visit

Agenda:3 Restructuring of IQAC as per UGC Guidelines.

Resolution:

As per NAAC Guidelines, IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists, Few representative from Industry and representatives of local management and stakeholders.

Members of IQAC were decided by consent of all present members and it was decided to communicate all members regarding IQAC meeting. Further, it was resolved that Dr Laximidhar Sahoo, hence-forth shall act as new IQAC Coordinator.

Agenda:4 Defining of PEOs, POs and PSOs of the program.

Resolution:

Thorough discussion was made and it was unanimously resolved that as per new guidelines of accrediting bodies like NAAC, there is need of Defining PEOs, POs and PSOs of the program.

So, It was decided that, as IQAC has representation of all stakeholders, IQAC can work for defining of PEOs, POs and PSOs of the program. This committee shall focus on PEOs, POs and PSOs of the program and submitting report to the Principal. Once Programme Educational Objectives, Programme Outcomes and Programme Specific Outcomes of all departments are defined, will be put in various institute level committees/ bodies for approval.

Agenda:4 Issue with the permission of the chair.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.

Attendance

S.N.	Name of Employee	Designation
1.	Janakinath Dash	READER IN BOT & CONTROLLER OF EXAM
2.	Suchismita Parida	LECTURER IN BOTANY
3.	Smita Swain	LECTURER IN BOTANY
4.	Rashmi Ranjita Mahapatra	LECTURER IN BOTANY
5.	Ganesh Mishra	LECTURER IN BOTANY
6.	Brajabandhu Behera	LECTURER IN ZOOLOGY
7.	Ashok Kumar Sahoo	LECTURER IN PHYSICS
8.	Bijay Kumar Swain	READER IN CHEMISTRY
9.	Kabita Mahapatra	READER IN CHEMISTRY
10.	Basant Kumar Sahoo	READER IN CHEMISTRY
11.	Sangeeta Mallik	LECTURER IN CHEMISTRY
12.	Yajnadutta Swain	LECTURER IN CHEMISTRY
13.	Baisali Nanda	LECTURER IN CHEMISTRY
14.	Md. Omer Mallik	LECTURER IN HISTORY
15.	Pradeep Kumar Acharya	LECTURER IN COMMERCE
16.	Sulata Mishra	SR LECTURER IN MATHEMATICS
17.	Sahajahan Mallik	ACCOUNTS
18.	Brajabandhu Nayak	HEAD CLERK
19.	Abhijit Panda	LECTURER IN PSYCHOLOGY
20.	Himansu Sekhar Pattanaik	READER IN PHYSICS
21.	Suresh Kumar Pradhan	READER IN PHYSICS
22.	S N Sathua	N.G. LIBRARIAN
23.	G C D Mahapatra	N.G. LIBRARIAN
24.	Rinku Khadenga	LECTURER IN SOCIOLOGY
25.	N K Swain	OFF. PEON
26.	Rabindr Kumar Sahoo	WATCHMAN
27.	N Senapati	PEON
28.	A Nayak	PEON
29.	J Dalei	PEON
30.	B Dalei	SWEEPER

(Signature)

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Action Taken Report of Meeting held on 23/09/2019

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	About initiating NAAC work.	All teaching and non-teaching members were provided with NAAC Manual and requested to go through it thoroughly.
2.	Restructuring of IQAC.	IQAC Office Order was taken out at institute dated 23/09/2019.
3.	Framing of Core Values of Institute and Defining of PEOs, POs and PSOs of all departments.	All the HOD's of the respective department have been instructed to define PEOs, POs and PSOs of all their respective department.

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OFFICE OF THE PRINCIPAL,
NAYAGARH AUTONOMOUS COLLEGE, NAYAGARH

Notice

Date:- 25/09/2019


The meeting of IQAC is scheduled to be held on 28/09/2019 at 04:00 PM in Principal's Room.

Agenda:

1. Confirmation and Review of Minutes of Meeting held on 23/09/2019.
2. Action taken report of Principal-HODs Meeting held on 23/09/2019.
3. Opening words by Chairman.
4. Self-introduction of the members.
5. Introduction Speech by New IQAC Coordinator.
6. About deciding Goals and Objectives of IQAC.
7. About deciding functions of IQAC.
8. About deciding IQAC Monitoring Mechanism.
9. Issue with the permission of the chair.

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


IQAC COORDINATOR


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NAYAGARH

CC:

All Committee Members/Accounts for information and PGF for record.

Minutes of Meeting 28/09/2019

The chairman Maj M Pati occupied the chair and welcomed the members for first IQAC Meeting. The following business was transacted in the meeting:-

Agenda:1 Confirmation and Review of Minutes of Meeting held on 23/09/2019.

Resolution:

Thorough discussion was made, review is taken and it was unanimously approved Minutes of Meeting held on 23/09/2019..

Agenda:2 Action taken report of Principal-HODs Meeting on 23/09/2019.

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	About initiating NAAC work.	All teaching and concerned non teaching were provided with NAAC Manual and instructed to study NAAC Manual.
2.	Restructuring of IQAC.	IQAC Office Order was taken out at institute dated 23/09/2019 and Meeting of IQAC is planned on 28/09/2019.
3.	Framing of Core Values of Institute and Defining of PEOs, POs and PSOs of all departments.	Stakeholder Committee (IQAC) is restructured at institute dated 23/09/2019.

Agenda:3 Opening words by Chairman.

Resolution:

Chairman briefed all present members on the formation of IQAC cell and its overall responsibilities.

Agenda:4 Self-introduction of the members.

Resolution:

All the members have given their introduction.

Agenda:5 Introduction Speech by IQAC Coordinator.

Resolution:

IQAC coordinator introduced all present members to the goals, objectives, functioning and monitoring mechanism of IQAC as per NAAC guidelines.

Agenda:6 About deciding Goals and Objectives of IQAC.**Resolution:**

Thorough discussion was made and Goals and Objectives of IQAC were decided as follows:-

- To develop a quality system for consistent programmed action to improve the academic and administrative performance of the college.
- To promote measures for institutional functioning towards quality enhancement
Thorough imbibing quality culture and institutionalization of best practices.

Agenda:7 About deciding functions of IQAC.**Resolution:**

Thorough discussion was made and functions of IQAC were decided as follows:-

- Arrangement of files of our existing feedback responses from students, parents and other stakeholders on quality related institutional processes.
- Acting as a nodal cell of the college for coordinating quality-related activities, including adoption and dissemination of good practices.
- Development and application of quality benchmarks for the various academic and administrative activities of the college.
- Organization of Institute level programs and quality related programs.
- Preparation of the Annual Quality Assurance Report (AQAR) of the Institute based on the quality parameters/assessment criteria developed by the relevant quality assurance body (like NAAC, ISO) in the prescribed format.

Agenda:8 About deciding IQAC Monitoring Mechanism.**Resolution:**

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC and all the pending AQAR's of previous pending years.

A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.


So as a part of IQAC Monitoring Mechanism it was decided that IQAC should meet as and when required and take review of all activities mentioned in earlier points and extend necessary suggestions/ corrective actions to maintain overall quality culture in the institute.

Agenda:9 Issue with the permission of the chair.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.



IQAC COORDINATOR


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PRINCIPAL

Attendance

Sr. No.	Category	Name	Designation
1	Head of the Institution	Maj M Pati	Chairman, Principal (Ex-officio)
2	IQAC Coordinator	Dr L D Sahoo	Lecturer
3	Senior administrative officers nominees	Sri S S Pradhan	Dist Edu Officer (Ex-officio), Administrative Member
4	Faculty Nominees	Sri H S Pattanaik	HOD & Reader in Physics
		Sri S K Pradhan	Reader in Physics
		Sri S P Dash	Reader in English
		Dr J N Dash	Reader in Botany
		Dr Smt S Mishra	Reader in Physics
		Md O Mallik	Sr Lect in History
5	Nominees from Students and Alumni	Sri P K Pattanaik	Alumni Member
		Sri A Muduli	Student Member
6	Nominees from Employers /Industrialists/stakeholders	Sri S Sethy	Employer Member
7	Nominees from Other Institute	Dr H K Rath	HOD in Zoology, P N College, Bolagarh Parent Member
		Dr S C Pradhan	Associate Prof. in Zool, F M Univ. Balasore Member
		Sri R K Acharya	Retd Reader in Philosophy & Principal, Sarankul College, Sarankul


 IQAC COORDINATOR


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OFFICE OF THE PRINCIPAL,
NAYAGARH AUTONOMOUS COLLEGE, NAYAGARH

Notice

Date:- 15/10/2019

The meeting of IQAC is scheduled on 18/10/2019 at 04:00 PM in Principal's Room.

Agenda:

1. Confirmation and Review of Minutes of first IQAC meeting held on 28/09/2019.
2. Action taken report of last IQAC meeting held on 28/09/2019.
3. Review of NAAC work.
4. Initiating Infrastructural Changes for creation of Girls' Common Room, Boys' Common Room, Rain Water Harvesting, Waste Management Steps, Physically Handicap Friendliness and Green Initiatives.
5. Restructuring stakeholder feedback mechanism.
6. Framing code of ethics for research.
7. Issue with the permission of the chair.

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


IQAC COORDINATOR


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NAYAGARH

CC: All Committee Members/Accounts for information and PGF for record.

Minutes of Meeting

The chairman Maj M. Pati occupied the chair and welcomed the members for IQAC Meeting. The following business was transacted in the meeting:-

Agenda:1 Confirmation and Review of Minutes of first IQAC meeting held on 28/09/2019.

Resolution:

Thorough discussion was made, review is taken and Minutes of last IQAC meeting held on 28/09/2019 unanimously approved.

Agenda:2 Action taken report of first IQAC meeting held on 28/09/2019.

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	About deciding IQAC Monitoring Mechanism.	a part of IQAC Monitoring Mechanism it was decided to conduct IQAC Meeting on 28/09/2019.

Agenda:3 Review of NAAC work.

Resolution:

Review of NAAC work is taken criteria wise and IQAC cell was satisfied with NAAC work status. IQAC Cell suggested some changes in Qualitative Work.

Agenda:4 Initiating Infrastructural Changes for renovation of Girls' Common Room, Boys' Common Room, Rain Water Harvesting (Cleaning & Maintaining), Waste Management Steps, Physically Handicap Friendliness and Green Initiatives.

Resolution:

Thorough discussion was made and it was decided to initiate Infrastructural Changes for creation of Girls' Common Room, Boys' Common Room, Rain Water Harvesting(Cleaning & Maintaining), Waste Management Steps, Physically Handicap Friendliness and Green Initiatives.

Further it was decided that responsibility of getting work done under guidance of Principal has given to Dr. Laxmidhar Sahoo (IQAC Coordinator) and Mr Brajabandhu Nayak (Head Clerk) to prepare estimate of expenditure for having it approved in next Governing Body Meeting.

Agenda:5 Restructuring stakeholder feedback mechanism.

Resolution:

Dr L.D. Shao (NAAC Coordinator) Proposed that presently there is different mechanism for collecting stakeholder feedback, so there is need of change in mechanism as per NAAC institute level. Thorough discussion was made and it was decided that change in mechanism at institute level must be made for collecting, analyzing and implementing feedback of all stakeholders. Dr. A Mishra Criteria-1 coordinators of NAAC given responsibility to modify existing feedback forms and come up with new mechanism.

Agenda:6 Framing code of ethics for research.

Resolution:

It was brought to the notice of all IQAC members that, code of ethics for plagiarism and malpractices checking in research is required in Criteria-3 of NAAC.

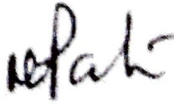
Thorough discussion was made and it was decided to prepare code of ethics for plagiarism and malpractices checking in research. The responsibility of preparing code of ethics is given to Mr. Yajnadatta Swain and Mr. Sahadev Behera Cr-3 & Cr-4 coordinators of NAAC respectively.

Agenda:7 Issue with the permission of the chair.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.


IQAC COORDINATOR


PRINCIPAL
NAYAGARH AUTONOMOUS COLLEGE
NAYAGARH

Attendance

Sr. No.	Category	Name	Designation
1	Head of the Institution	Maj M Pati	Chairman, Principal (Ex-officio)
2	IQAC Coordinator	Dr L D Sahoo	Lecturer
3	Senior administrative officers nominees	Sri S S Pradhan	Dist Edu Officer (Ex-officio), Administrative Member
4	Faculty Nominees	Sri H S Pattanaik	HOD & Reader in Physics
		Sri S K Pradhan	Reader in Physics
		Sri S P Dash	Reader in English
		Dr J N Dash	Reader in Botany
		Dr Smt S Mishra	Reader in Physics
		Md O Mallik	Sr Lect in History
5	Nominees from Students and Alumni	Sri P K Pattanaik	Alumni Member
		Sri A Muduli	Student Member
6	Nominees from Employers /Industrialists/stakeholders	Sri S Sethy	Employer Member
7	Nominees from Other Institute	Dr H K Rath	HOD in Zoology, P N College, Bolagarh Parent Member
		Dr S C Pradhan	Associate Prof. in Zool, F M Univ. Balasore Member
		Sri R K Acharya	Retd Reader in Philosophy & Principal, Sarankul College, Sarankul



IQAC COORDINATOR



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OFFICE OF THE PRINCIPAL,
NAYAGARH AUTONOMOUS COLLEGE, NAYAGARH

Notice

Date:- 25/11/2019

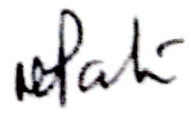
The meeting of IQAC is scheduled on 29/11/2019 at 04:00 PM in Principal's Room.

Agenda:

1. Confirmation and Review of Minutes of IQAC meeting held on 18/10/2019.
2. Action taken report of IQAC meeting held on 18/10/2019.
3. Review of NAAC work.
4. Planning of NSS/ Extension Activities for Academic Year 2019-20 (Odd Semester).
5. To initiate Face Value Enrichment Activities like fixing of charts, boards and coloring work of institute.
6. To use ICT facilities for Teaching and Learning.
7. To take membership of Shodhganga
8. To provide remote access to e-resources of library.
9. To increase bandwidth of internet connection.
10. To initiate process for registering alumni association.
11. Issue with the permission of the chair.

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


IQAC COORDINATOR


PRINCIPAL
NAYAGARH AUTONOMOUS COLLEGE
NAYAGARH

CC: All Committee Members/Accounts for information and PGF for record.

Minutes of Meeting

The chairman Dr. Maj M Pati occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting:-

Agenda:1 Confirmation and Review of Minutes of first IQAC meeting held on 18/10/2019.

Resolution:

Thorough discussion was made, review is taken and Minutes of last IQAC meeting held on 18/10/2020 unanimously approved.

Agenda:2 Action taken report of Previous IQAC meeting held on 18/10/2019.

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Initiating Infrastructural Changes for creation of Girls' Common Room, Boys' Common Room, Rain Water Harvesting, Waste Management Steps, Physically Handicap Friendliness and Green Initiatives.	Dr. L.D Sahoo (IQAC Coordinator) and Mr Brajabandhu Nayak (Head Clerk). After work done, they are instructed to submit report to the IQAC.
2.	Restructuring stakeholder feedback mechanism.	Stakeholder feedback mechanism restructured and decided to implement from Academic Year 2019-20 even semester
3.	Framing code of ethics for research.	Code of ethics has been framed and put on website.

Agenda:3 Review of NAAC work.

Resolution:

Review of NAAC work is taken criteria wise and IQAC cell was satisfied with NAAC work status. IQAC Cell suggested some changes in Qualitative Work.

Agenda:4 Planning of NSS/ Extension Activities for Academic Year 2019-20.

Resolution:

Thorough discussion was made and it was decided that planning of NSS/ Extension Activities for Academic Year 2019-20 is to be done. Sri A K Sahoo (NSS Coordinator) handed over responsibility for the same.

Agenda:5 To initiate Face Value Enrichment Activities like fixing of charts, boards and coloring work of institute

Resolution:

Thorough discussion was made and it was decided that Face Value Enrichment Activities like fixing of charts, boards and coloring work of institute is to be initiated. By consent of All responsibility of Face Value Enrichment has been given to Hon. Principal Maj. M Pati.

Agenda:6 To use ICT facilities for Teaching and Learning.

Resolution:

It was brought to the notice of all IQAC members that, ICT tool usage is important and should have mechanism for its usage at faculty level.

Thorough discussion was made and it was decided to purchase some more LCD projector on immediate effect and prepare register to record ICT tool usage by faculty and it was also decided to put column 'Teaching Aids used' in teaching plan.

Agenda:7 To take membership of Shodhganga

Resolution:

It was brought to the notice of all IQAC members that membership of Shodhganga is required.

Thorough discussion was made and it was decided to take membership of Shodhganga. This responsibility is given to Librarian & HoD's for taking membership of Shodhganga and instructed to submit report to IQAC.

Agenda:8 To provide remote access to e-resources of library.

Resolution:

It was brought to the notice of IQAC that, remote access to e-resources of library is to be provided to students and faculty as per NAAC new guidelines/ requirement.

It was decided to create e-library tab on website and provide access to students and faculty.

Agenda:9 To increase bandwidth of internet connection.

Resolution:

It was brought to the notice of IQAC that, bandwidth of internet connection is to be increased. It was decided to increase bandwidth of internet connection. Responsibility of same is given to Hon. Principal for follow up and work done.

Agenda:10 To initiate process for registering alumni association.

Resolution:

It was brought to the notice of IQAC that registered alumni association is required as per NAAC guidelines to have health interaction with alumni and o have provision of financial and non-financial contribution from alumni. Md O Mallik and Sri P K Basantia have been given responsibility to register alumni association.

Agenda:11 Issue with the permission of the chair.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.



IQAC COORDINATOR

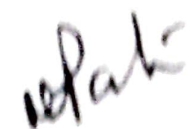


PRINCIPAL
NAYAGARH AUTONOMOUS COLLEGE
NAYAGARH

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7	Nominees from Other Institute	Dr H K Rath	HOD in Zoology, P N College, Bolagarh Parent Member
		Dr S C Pradhan	Associate Prof. in Zool, F M Univ. Balasore Member
		Sri R K Acharya	Retd Reader in Philosophy & Principal, Sarankul College, Sarankul


 IQAC COORDINATOR


 PRINCIPAL
 MAYAGARH AUTONOMOUS COLLEGE
 MAYAGARH

OFFICE OF THE PRINCIPAL,
NAYAGARH AUTONOMOUS COLLEGE, NAYAGARH

Notice

Date:- 08/02/2020


The meeting of IQAC is scheduled to be held on 17.02.2020 at 04:00 PM in Principal's Room.

Agenda:

1. Confirmation and Review of Minutes of IQAC meeting held on 29/11/2019.
2. Action taken report of last IQAC meeting held on 29/11/2019.
3. Review of NAAC work.
4. To decide on Eco-friendly measures to reduce energy consumption in campus.
5. To review green initiatives and waste management steps in campus.
6. To purchase sports material as per need of students.
7. To decide plan of action for NAAC AQAR & NAAC Application for (Re Accreditation).
8. Issue with the permission of the chair.

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


IQAC COORDINATOR


PRINCIPAL
NAYAGARH AUTONOMOUS COLLEGE
NAYAGARH

CC: All Committee Members/Accounts for information and PGF for record.

Minutes of Meeting

The chairman Dr. Maj M Pati occupied the chair and welcomed the members IQAC Meeting. The following business was transacted in the meeting:-

Agenda:1 Confirmation and Review of Minutes of last IQAC meeting held on 29/11/2019.

Resolution:

Thorough discussion was made, review is taken and Minutes of IQAC meeting held on 29/11/2019 unanimously approved.

Agenda:2 Action taken report of third IQAC Meeting held on 29/11/2019.

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Planning of NSS/ Extension Activities for Academic Year 2019-20.	Sri A K Sahoo has submitted plan of NSS activities.
2.	To initiate Face Value Enrichment Activities like fixing of charts, boards and coloring work of institute.	Maj M Pati has decided measures of Face Value Enrichment and submitted report to IQAC.
3.	To use ICT facilities for Teaching and Learning.	LCD projector has purchased
4.	To take membership of Shodhganga	Membership of Shodhganga has been taken.
5.	To provide remote access to e-resources of library.	e- library tab created on website.
6.	To increase bandwidth of internet connection.	Bandwidth of internet connection increased to 100 Mbps.
7.	To initiate process for registering alumni association.	Registration fees has been paid and certificate will be received in few weeks.

Agenda:3 Review of NAAC work.

Resolution:

Review of NAAC qualitative and quantitative work is taken criteria wise and IQAC cell recommended to apply for initial login to NAAC.

Agenda:4 To decide on Eco-friendly measures to reduce energy consumption in campus.

Resolution:

Thorough discussion was made and it was decided that to reduce energy consumption in the campus incandescent light bulbs and fluorescent tube lights are to be replaced by cost effective, high efficient LEDs. As well as IQAC suggested to use renewable energy (Solar) for reducing power consumption up to some more extent. So it was decided to purchase some more solar street light and initiate use of renewable energy.

Agenda:5 To review green initiatives and waste management steps in campus.

Resolution:

It was brought to the notice of all IQAC members that, green initiative like Tree Plantation is carried out annually in the campus. As well separate manpower is given for maintenance of these initiatives. IQAC was satisfied with the initiatives and suggested to make separate bicycles stand in parking and encourage student and staff to use bicycles

IQAC Chairman briefed about solid and liquid waste management strategies in the institute and highlighted need of e-waste management. Detailed discussion was made and it was decided either to give e-waste to supplier and take discount in bills or to use components from e-waste for repair/ maintenance of systems.

Agenda:6 To purchase sports material as per need of students.

Resolution

It was brought to the notice of all IQAC members that, As per suggestions received in feedback forms by the students, sports material is required to purchase. IQAC approved the same and instructed to purchase sports material with immediate effect.

Agenda:7 To decide plan of action for NAAC Re- Accreditation (Cycle 2).

Resolution:

It was brought to the notice of IQAC that, from June 2018 NAAC has closed the window system and NAAC is accepting applications throughout the year. Based on this new change following plan of action has been decided by IQAC.

- I. To Submit Previous Pending AQAR
- II. To Apply for IIQA
- III. To submit SSR

Agenda:8 Issue with the permission of the chair.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.



IQAC COORDINATOR




PRINCIPAL
MAYAGARH AUTONOMOUS COLLEGE
MAYAGARH

Attendance

Sr. No.	Category	Name	Designation
1	Head of the Institution	Maj M Pati	Chairman, Principal (Ex-officio)
2	IQAC Coordinator	Dr L D Sahoo	Lecturer
3	Senior administrative officers nominees	Sri S S Pradhan	Dist Edu Officer (Ex-officio), Administrative Member
4	Faculty Nominees	Sri H S Pattanaik	HOD & Reader in Physics
		Sri S K Pradhan	Reader in Physics
		Sri S P Dash	Reader in English
		Dr J N Dash	Reader in Botany
		Dr Smt S Mishra	Reader in Physics
		Md O Mallik	Sr Lect in History
5	Nominees from Students and Alumni	Sri P K Pattanaik	Alumni Member
		Sri A Muduli	Student Member
6	Nominees from Employers /Industrialists/stakeholders	Sri S Sethy	Employer Member
7	Nominees from Other Institute	Dr H K Rath	HOD in Zoology, P N College, Bolagarh Parent Member
		Dr S C Pradhan	Associate Prof. in Zool, F M Univ. Balasore Member
		Sri R K Acharya	Retd Reader in Philosophy & Principal, Sarankul College, Sarankul


 IQAC COORDINATOR


 PRINCIPAL
 NAYAGARH AUTONOMOUS COLLEGE
 NAYAGARH

OFFICE OF THE PRINCIPAL,
NAYAGARH AUTONOMOUS COLLEGE, NAYAGARH

NOTICE

Date:- 11.09.2020

The meeting of IQAC is scheduled on 15.09.2020 at 04:00 PM in Principal's Room.

Agenda:

1. Confirmation and Review of Minutes of last IQAC meeting held on 17.02.2020.
2. Action taken report of last IQAC meeting held on 17.02.2020.
3. Review of NAAC work.
4. To submit AQAR's.
5. Submission of proposal to the university for conduction of short term course.
6. Issue with the permission of the chair.

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

IQAC COORDINATOR


PRINCIPAL

PRINCIPAL
NAYAGARH AUTONOMOUS COLLEGE
NAYAGARH

CC: All Committee Members/Accounts for information and PGF for record.

Minutes of Meeting

The chairman-cum-Principal Sri S K Pradhan occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting:-

Agenda:1 Confirmation and Review of Minutes of third IQAC meeting held on 17.02.2020

Resolution:

Thorough discussion was made, review is taken and Minutes of third IQAC meeting held on 17.02.2020 unanimously approved.

Agenda:2 Action taken report of third IQAC Meeting held on 17.02.2020.

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To decide on Eco-friendly measures to reduce energy consumption in campus.	LEDs purchased and Quotation for solar light are called.
2.	To purchase sports material as per need of students.	Sports material Purchased and report is submitted to IQAC.
3.	To decide on Eco-friendly measures to reduce energy consumption in campus.	Waste management steps are initiated and RWH is done.
4.	7. To decide plan of action for NAAC application.	To take initial Login:- Sept. To Apply for IIQA:- Sept. To submit SSR:- Oct.

Agenda:3 Review of NAAC work.

Resolution:

Review of NAAC qualitative and quantitative work is taken criteria wise and IQAC recommended to apply for initial login to NAAC.

Agenda:4 To submit AQAR's.

Resolution:

Thorough discussion was made and it was decided that by looking towards NAAC preparation it was decided to submit AQAR's on last week of April.

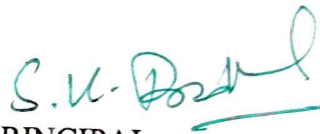
Agenda:5 Issue with the permission of the chair.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.



IQAC COORDINATOR



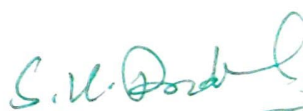
PRINCIPAL

PRINCIPAL
KATIGARI AUTONOMOUS COLLEGE
NAVAGARH

Attendance

Sr. No.	Category	Name	Designation
1	Head of the Institution	Maj M Pati	Chairman, Principal (Ex-officio)
2	IQAC Coordinator	Dr L D Sahoo	Lecturer
3	Senior administrative officers nominees	Sri S S Pradhan	Dist Edu Officer (Ex-officio), Administrative Member
4	Faculty Nominees	Sri H S Pattanaik	HOD & Reader in Physics
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		Sri S P Dash	Reader in English
		Dr J N Dash	Reader in Botany
		Dr Smt S Mishra	Reader in Physics
		Md O Mallik	Sr Lect in History
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7	Nominees from Other Institute	Dr H K Rath	HOD in Zoology, P N College, Bolagarh Parent Member
		Dr S C Pradhan	Associate Prof. in Zool, F M Univ. Balasore Member
		Sri R K Acharya	Retd Reader in Philosophy & Principal, Sarankul College, Sarankul


 IQAC COORDINATOR


 PRINCIPAL

PRINCIPAL
 NAYAGARH AUTONOMOUS COLLEGE
 NAYAGARH