

**OFFICE OF THE PRINCIPAL
GOPABANDHU SCIENCE COLLEGE, ATHGARH**

No. 321 Date 17/06/2017

The first meeting of the IQAC for the academic session 2017-18 shall be held in the chamber of the undersigned at 2:30 PM on 19.06.2017 to chalk out the action plan of various quality enhancement and developmental works of the college for this session. The following members of the cell are requested to make it convenient to attend the meeting and give their valued views about the institutional development.

SL NO	COMPOSITION OF IQAC	NAME OF THE MEMBER
1	CHAIRPERSON: HEAD OF THE INSTITUTION	1. MR. BHABANI SHANKAR PATTNAIK
2	TEACHERS TO REPRESENT ALL LEVELS	1. MRS SANGHAMITRA PATTNAIK (SCIENCE FACULTY) 2. DR. UMESH CHANDRA BISWAL (COMMERCE FACULTY) 3. MR. LALITENDU PATTNAIK (ARTS FACULTY)
3.	SENIOR ADMINISTRATIVE STAFF	1. MRS. SMITA PRUSTY (ADMINISTRATIVE BURSAR)
4.	ONE NOMINEE EACH FROM LOCAL SOCIETY, STUDENTS AND ALUMNI	1. MR. SRUTIDHAR PRADHAN (EX SI OF SCHOOLS) 2. MR. SUMANT SEKHAR SAHOO (STUDENT) 3. MR. DIBYSAKTI SAMANTRAY (ALUMNUS)
5.	STAKEHOLDER	1. SARAT CHANDRA MANTRY
6.	COORDINATOR, IQAC	1. DR. DILLIP KUMAR PATTNAIK

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Principal,
G.Sc. College, Athgarh

Memo No. _____ Date _____

Copy forwarded to persons concerned/ Office of the Coordinator, IQAC/ President, GB for information.

Principal
17.06.17

Principal
Gopabandhu Science College
G.Sc. College, Athgarh

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GOPABANDHU SCIENCE COLLEGE, ATHGARH
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Principal,
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17.06.17
Principal
Gopabandhu Science College
G.Sc. College, Athgarh

OFFICE OF THE PRINCIPAL
GOPABANDHU SCIENCE COLLEGE, ATHGARH

Resolution No. 01 Date 19.06.17

The first meeting of the Internal Quality Assurance Cell was conducted in the office of the undersigned at 2:30PM on 19.06.2017 to chalk out the action plan of various quality enhancement and developmental works of the college for this session. The list of members present is at annexure 1.

At the outset, the principal welcomed everyone to the meeting and briefed them about the agenda of the meeting. The IQAC also congratulated the principal on assuming the office. Thereafter, the Principal invited the coordinator to initiate the discussion. As per the suggestions of Coordinator, IQAC, the agenda items are divided into three segments: General Discussion, Academic Development Plan, Infrastructural Development Plan. The matters were then taken up agenda-wise and resolutions/recommendations were made accordingly.

GENERAL DISCUSSION:

1. The minutes of the previous meeting were read and confirmed without any correction.
2. The Coordinator, IQAC apprised the committee of the status report on preparation of the AQAR of the academic year 2016-17. The committee recommended that the report be prepared meticulously and placed for approval.
3. The Coordinator IQAC has prepared an institutional developmental plan. He put it before the IQAC members for perusal and the report was considered during the discussion.

ACADEMIC DEVELOPMENT PLAN

1. Resolved that, Orientation programmes on CBCS structure shall be conducted for 1st year and 2nd year students so as to acquaint them with the pattern.
2. That, the Departments shall prepare their own question banks in line with the CBCS structure and set periodic test questions in the same pattern.
3. That, periodic tests shall be conducted in time and questions shall be prepared in tune with the course and learning objectives to optimize the outcomes.
4. All the programmes in the college shall be conducted in adherence to the Academic Calendar.
5. as many books as possible shall be purchased by the Library and by the Departments according to the CBCS courses. Fund shall be allocated at the beginning of the academic session.
6. the library shall also subscribe to quality journals of the respective fields so as to enable the students to get acquainted with recent advancements in their fields.
7. Counselling to students play a crucial role in supporting their mental health, academic success, personal development, and overall well-being throughout their college career.

Hence, Monthly counselling sessions shall be organized by the Career Guidance and Counselling cell and report be submitted to the principal and IQAC.

8. The college shall encourage the faculty members to attend Faculty Development programmes. It shall also organize faculty development programmes for enhancing pedagogical skills of the faculties.
9. Project-based learning shall be encouraged for the students.
10. Computer literacy and digital literacy programme for both students and the teachers shall be organized by the college in collaboration with noted agencies.
11. The teachers shall mandatorily use ICT tools, as available with them and update the students about the e-resources available in their respective fields. A counselling programme shall be organised for the teachers in this regard.
12. One ICT enabled class room shall be constructed for enhancement of learning experience of the students.
13. All the departments shall conduct student seminars at least twice every month and one departmental seminars to foster better learning and research aptitude in students.
14. In the contemporary world, Life skill education is crucial because it equips individuals with the practical skills and knowledge necessary to navigate various aspects of life effectively. Hence, life skill programmes shall be organised by the college to empower the students with these skills and enable them to cope with different situations in life.
15. Remedial classes, proctorial classes shall be conducted regularly and the needs of the students shall be identified and addressed by the departments.
16. Student feedback shall be collected on the CBCS structure and examination and evaluation system of the institution.

INFRASTRUCTURAL DEVELOPMENT

In the last session, as observed from the feedbacks, the infrastructural facilities of the college were not upto the satisfaction of the students. Hence, much importance shall be accorded in this session for augmentation of infrastructural facilities

1. In the previous year, girls' cycle shed was repaired. However, there is still some work to bring it to perfection. Hence, due steps shall be taken for reparation of Girls' cycle shed.
2. Keeping the rising interest of students in commerce stream, it is resolved that due steps shall be taken for development of commerce block. Principal, IQAC coordinator and HoD commerce to come out with a plan for the same.
3. The boundary wall of the commerce shall also be constructed in order to prevent stray animals and outsiders from entering the block. A garden can be developed inside the block.
4. The classroom furniture and library furniture shall be repaired, as they are not in proper condition.
5. Some classrooms shall be renovated to provide a better learning environment to the students.
6. Due attention is to be given to keep the campus clean and green, as health and hygiene is of paramount importance. Fund to be allocated for the same.
7. Boys Common Room Block shall be developed in the interest of students.

MISCELLANEOUS

With permission from the chair, some other issues were taken up and resolutions were drawn.

1. The institute is committed to creating a sustainable environment. Hence, several key actions and initiatives are to be taken up under Eco Club.
2. Science Laboratories equipment and facilities shall be developed. A action plan is to be prepared in this regard.

The meeting ended with a formal vote of thanks to the chair.

Blasendo
19.06.17
COORDINATOR, IQAC

Blasendo
19.06.17
Principal
Gopabandhu Saraswati College
Athagarh

OFFICE OF THE PRINCIPAL
GOPABANDHU SCIENCE COLLEGE, ATHGARH

RESOLUTION NO. 02 DATE: 10.11.17

IQAC MEETING


A meeting of the Internal Quality Assurance Cell of the college was held under the chairmanship of the Principal in his chamber at 2:30 PM on 10.11.2017 to discuss various issues related to maintenance of quality in all aspects of the institution and to monitor the progress of the works recommended by IQAC.

At the outset, the Principal welcomed members of the IQAC and made his opening remarks about the developments of the recommendations of IQAC (meeting held on 19.06.2016). A prolonged discussion then took place and following resolutions were drawn accordingly.

1. The minutes of the previous meeting, copy of which was circulated to the members, were read and confirmed.
2. The committee reviewed the progress made in the developmental and quality enhancement initiatives and resolved that the works shall be completed before the end of this academic session. The director, IQAC shall personally monitor the progress and report to the committee.
3. The committee recommended that, as several industries have come up in our locality, the college shall discuss with them and plan to send students for undertaking project work.
4. That, the college shall also invite them to conduct career counselling programmes at the college.

The meeting ended with a vote of thanks to the chair.


10.11.17
DIRECTOR, IQAC


10.11.17
Principal
Gopabandhu Science College
Athagara


OFFICE OF THE PRINCIPAL
GOPABANDHU SCIENCE COLLEGE
RESOLUTION NO. 03 DATE: 28/03/2018
IQAC MEETING


A meeting of the Internal Quality Assurance Cell of the college was held under the chairmanship of the Principal in his chamber at 12:30 PM on 28.03.2018 to discuss the action taken on the recommendations of IQAC and the future plan with respect to quality enhancement. The list of members present is at annexure 1.

At the outset, the Principal welcomed everyone to the meeting and made his openings remarks about the steps taken by the college in this academic year to bring transformation in all respects of the academics in the college. The Coordinator IQAC then put forth the action taken report (attached in annexure 2) before the Committee for perusal. After prolonged discussion, the following resolutions were drawn.

1. That, the minutes of the meeting, copies of which were circulated to the members earlier, be and are hereby confirmed.
2. That, the action taken report be and is hereby approved.
3. That, the Principal shall take appropriate steps for early completion of the works that are under process and shall initiate works for the undone works.
4. Student grievance committee shall take steps for early disposal of the grievances received.
5. While preparing the institutional development plan, the IQAC shall take into account the feedbacks received from the students.
6. The Academic calendar for the next session shall be prepared keeping the General Election – 2019 in view. Officer in Charge shall be intimated of the same.
7. The committee appreciated the activities undertaken by different wings (eco club, NCC, NSS, YRC) and opined that more such activities should be taken up next year.

The meeting ended with a vote of thanks to the chair.


28/03/2018
DIRECTOR, IQAC


28/03/18
Principal
Gopabandhu Science College
Athagara