



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

### **LAXMINARAYAN COLLEGE, JHARSUGUDA**

**(NAAC ACCREDITED)**

**PO- K.M.ROAD,**

**JHARSUGUDA-768202 (ODISHA)**

**Estd. 1969**

**No.004/23-24**

**Date. 03.05.2024**

### **Minutes of the IQAC Meeting Held on Dt.03.05.2024 and Action Taken Report**

**Venue: Language cum Communication Lab**

**Time: 10 am**

**Date: 03.05.2024**

#### **Members Present**

Dr. Snehalata Mishra, Principal/Chairperson	-Sd/-
Sri Tapan Kumar Barik, Coordinator IQAC	-Sd/-
Dr. Swarnamayee Purohit, Coordinator NAAC	-Sd/-
Sri Bignan Bhusan Bhanja, Member	-Sd/-
Mrs. Purnima Mayee Dash, Member	-Sd/-
Mrs. Puja Saha, HOD, Commerce, Member	-Sd/-
Sri Bharat Bhabesh Pati, Member	-Sd/-
Sri Soukilal Pradhan, Head, Clerk Member	-Sd/-
Prof. Narendra Panda, Ex-Principal, Member	-Sd/-
Dr. Saroj Kuanr, Alumni Member	-Sd/-
Sj. Mehboob Mehta, Senior Journalist, Member	-Sd/-
Sj. Birat Raja Pradhan, Member	-Sd/-
Pawan Agrawal, Student Representative Member	-Sd/-
Ms. Monalisa Sahu, Student Representative Member	-Sd/-

Mr. Tapan Kumar Barik, Coordinator IQAC welcomed the members to the meeting. Dr. Snehalata Mishra the Hon'ble Principal chaired the meeting. The Coordinator detailed the agendas of the meeting. The committee assessed the overall progress of activities made in connection with submission of AQAR 2022-23.

**Agenda I** Review and confirmation of resolutions of previous meeting of the IQAC Committee

(a) Decided to submit the AQAR with all the supporting documents and submission of IIQA before May 31<sup>st</sup>.

(b) The committee resolved to recommend the involvement of all the faculty members in the preparation of NAAC SSR.

(c) The committee found that the Gender audit, Environment audit, etc have been carried out successfully.

(d) The Committee resolved to direct Mr. Raki Biswal, HOD Political Science to coordinate the ISO certification before the summer vacation.

**Agenda II** Discussion on the Finalisation of the Academic Calendar 2024-25

The committee made a detailed discussion on the UGC recommendation of the Academic Calendar and the Academic Calendar 2024-25 of the College was prepared by the Academic Bursar in consultation with the HODs of all departments, was approved.

**Agenda III** Discussion on the Action Plan for 2024-25

The opinion and suggestion of the committee is noted against each of the action

**Agenda IV** Discussion on the support for the research and publication by faculty members and the innovation and start ups in the college campus with the support of peripheral industry CSR and Alumni support.

It was resolved that the Research committee as well as Entrepreneurship committee will work on it.

**Agenda V** Discussion on PG admission and smooth functioning of the courses

It was resolved that the committee under the stewardship of Mrs. Puja Shah, the Coordinator, PG courses will do it smoothly


**Agenda VI** Conduct of Coaching classes for Civil Services and others

It was resolved that the committee under the stewardship of Mr. Bharat Bhabesh Pati do the needful. The IQAC will guide in this matter.

**Agenda VII** Department Specific add-on, Value added and General Short term courses to be continued in the forthcoming session.

It was resolved that all the Heads of the departments will be asked to submit their course details along with the syllabus, name of the course coordinators and list of the students at the reopening of the session. Mr. Raky Biswal will be appointed as the coordinator for the same.

The meeting ended with the vote of thanks by Dr. Swarnamayee Purohit, Academic Bursar/ Coordinator, NAAC.

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**IQAC Coordinator**

  
**Principal  
Laxminarayan College  
JHARSUGUDA**