

INTERNAL QUALITY ASSURANCE CELL (IQAC)

LAXMINARAYAN COLLEGE, JHARSUGUDA

(NAAC ACCREDITED)

PO- K.M.ROAD

JHARSUGUDA-768202 (ODISHA)

Estd. 1969



No.001/2023-24

Date. 05.07.2023

Minutes of the IQAC Meeting Held on Dt.05.07.2023

Venue: IQAC Chamber

Time: 2.30 PM

Date: 05.07.2023

Members Present

Sri Narendra Kumar Panda, Principal, Chairperson	-Sd/-
Sri Tapan Kumar Barik, Coordinator IQAC	-Sd/-
Dr. Swarnamayee Purohit, Coordinator NAAC	-Sd/-
Mr. Tahalu Sahu, Ex-Principal, Member	-Sd/-
Mrs. Purnima Mayee Dash, Member	-Sd/-
Mrs. Puja Saha, HOD, Commerce, Member	-Sd/-
Sri Bharat Bhabesh Pati, Member	-Sd/-
Prof. Bal Binder Kaur, Principal, Women's College, Jharsuguda, Member	-Sd/-
Dr. Saroj Kuanr, Alumni Member	-Sd/-
Mr. Omprakash Agrawal, Local Community Representative, Member	-Sd/-
Mr. R.M. Panda, Alumni, Member	-Sd/-

Mr. Tapan Kumar Barik, Coordinator IQAC welcomed the members to the meeting. Prof. Narendra Kumar Panda the Hon'ble Principal chaired the meeting. The Coordinator detailed the agendas of the meeting. The committee assessed the overall progress of IQAC activities made in connection with quality enhancement of the college.

Agenda I Reading and confirmation of resolutions of previous meeting of the IQAC Committee

(a) Read and confirmed resolutions of previous meeting of the IQAC Committee

Agenda II Discussion on the finalization of the Academic Calendar 2023-24

The committee made a detailed discussion on the Academic Calendar and the Academic Calendar 2023-24 of the College as prepared by the Academic Bursar in consultation with the HODs of all departments, was approved.

Agenda III Discussion on the Action Plan for 2023-24

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

Agenda IV Discussion on the collection of data for AQAR 2022-23 from the departments and cells

It was resolved that the Criterion heads will collect the data as early as possible and submit the data templates to the IQAC for the preparation of IQAC

Agenda V Discussion on Internal examinations, remedial classes and coaching classes for the students

It was resolved that the committee under the stewardship of controller of examinations and Academic Bursar to prepare the schedules of internal examinations, remedial classes and coaching classes for the session and do the needful.

Agenda VI Management of attendance of students to increase the one-time graduation rates of the students

It was resolved that the IQAC would tell the HODs to monitor and manage regular attendance of students to increase the one-time graduation rates of the students

Agenda VII Department Specific add-on, Value added and General Short term courses to be continued in the 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. The Academic Bursar was assigned the task to coordinate it.

The meeting ended with the vote of thanks by Mr. Tapan Kumar Barik, Coordinator, IQAC.

Tapan Kumar Barik
IQAC Coordinator

H. S. S. S.
27/9/23
Principal
Laxminarayan College
Jharsuguda

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Estd. 1969



No.002/2023-24

Date. 08.10.2023

Minutes of the IQAC Meeting Held on Dt. 08.10.2023

Venue: IQAC Chamber

Time: 2.30 PM

Date: 05.07.2023

Members Present

Dr. Snehalata Mishra, Principal, Chairperson	-Sd/-
Sri Tapan Kumar Barik, Coordinator IQAC	-Sd/-
Dr. Swarnamayee Purohit, Coordinator NAAC	-Sd/-
Mr. Tahalu Sahu, Ex-Principal, Member	-Sd/-
Mrs. Purnima Mayee Dash, Member	-Sd/-
Mrs. Puja Saha, HOD, Commerce, Member	-Sd/-
Sri Bharat Bhabesh Pati, Member	-Sd/-
Sri Tapas Ray Choudhury, Alumni Member	-Sd/-
Dr. Saroj Kuanr, Principal, Women's College, Jharsuguda	-Sd/-
Mr. Omprakash Agrawal, Local Community Representative, Member	-Sd/-
Mr. R.M. Panda, Alumni, Member	-Sd/-

Mr. Tapan Kumar Barik, Coordinator IQAC welcomed the members to the meeting. Principal Dr. Snehalata Mishra presided over the meeting. All the committee members congratulated Dr. Mishra for taking the charge of the principal. The Coordinator

detailed the agendas of the meeting. The committee assessed the overall progress of activities made in connection with the preparation for NAAC SSR.

Agenda I Reading and confirmation of resolutions of previous meeting of the IQAC Committee

Confirmed the resolutions of the previous meeting of the IQAC Committee

Agenda II Discussion on the conduct of Professional development programme on NAAC preparedness

The committee proposed to conduct some FDPs for the faculty members on NAAC preparedness. Resolved to invite experts from outside.

Agenda III Discussion on the Fire safety measures in the college building.

It was resolved to adopt such Fire safety measures in the college building for the safety and security of physical as well as human resources.

Agenda IV Discussion on the organization of eye checkup, health checkup, blood donation camps by NSS, NCC and YRC.

It was resolved that eye checkup, health checkup, blood donation camps will be organized by NSS, NCC and YRC

Agenda V To apply financial aid from the university to organize a winter camp.

It was resolved that the NSS will apply funds from the University to organize a 7 days special winter camp in the adopted village Dalki.

Agenda VI Organisation of sports and cultural events with the funds provided by the Higher Education Department, Odisha

It was resolved that the Sports and Cultural Association will organize the sports and cultural events with the funds provided by the Higher Education Department, Odisha

Agenda VII Conduct of awareness programmes in collaboration with Vedanta Ltd and other organisations

It was resolved that the college will organize different awareness programmes in collaboration with Vedanta Ltd and other organisations.

Agenda VIII Conduct of Pandit Laxminarayan Mishra Extra-mural lecture series on Nobel winners

Resolved to organize Pandit Laxminarayan Mishra Extra-mural lecture series on Nobel winners by the departments

Agenda XI Organisation of State level and National Level Seminars

Resolved to organize State level and National Level Seminars on different topics

The meeting ended with the vote of thanks by Mr. Tapan Kumar Barik, Coordinator, IQAC.



IQAC Coordinator


**Principal
Laxminarayan College
JHARSUGUDA**

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JHARSUGUDA-768202 (ODISHA)

Estd. 1969



No.003/2023-24

Date. 11.02.2024

Minutes of the IQAC Meeting Held on Dt. 11.02.2024

Venue: IQAC Chamber

Time: 2.30 PM

Date: 11.02.2024

Members Present

Dr. Snehalata Mishra, Principal, Chairperson	-Sd/-
Sri Tapan Kumar Barik, Coordinator IQAC	-Sd/-
Dr. Swarnamayee Purohit, Coordinator NAAC	-Sd/-
Mrs. Purnima Mayee Dash, Member	-Sd/-
Mrs. Puja Saha, HOD, Commerce, Member	-Sd/-
Sri Bharat Bhabesh Pati, Member	-Sd/-
Sri Tapas Ray Choudhury, Alumni Member	-Sd/-
Dr. Saroj Kuanar, Principal, Women's College, Jharsuguda	-Sd/-
Mr. Omprakash Agrawal, Local Community Representative, Member	-Sd/-
Mr. R.M. Panda, Alumni, Member	-Sd/-

Principal Dr. Snehalata Mishra presided over the meeting. She welcomed the members to the meeting. The Coordinator detailed the agendas of the meeting.

Agenda I Reading and confirmation of resolutions of previous meeting of the IQAC Committee

Confirmed the resolutions of the previous meeting of the IQAC Committee

Agenda II Review of the progress on the preparation of AQAR by the criterion heads

The committee reviewed the progress on the preparation of AQAR by the criterion heads and suggested to do it as early as possible

Agenda III Observation of Science Day on dt.28.02.2024

Resolved that the Science Society will coordinate the observation of the Science day. A seminar will also be attached to it.

Agenda IV Discussion on the conduct of FDP on 'Research Methodology'

The committee praised the IQAC initiative to conduct a three days FDP on 'Research Methodology' which will be beneficial for the faculty and students

Agenda V Conduct of National Level Seminar on ENGLISH, ODIA as well as a State level seminar on 'Intellectual Property Rights'

It was resolved that National Level Seminar on ENGLISH and ODIA as well as a State level seminar on 'Intellectual Property Rights' will be organized for which the Principal will take the approval of GB and funds will be provided from the college.

Agenda VI Review of the organisation of sports and cultural events under NUA-O

It was discussed that so many activities have been conducted under Integrated Youth Development programme as sponsored by the ministry of Youth Affairs and Sports in collaboration with the Department of Higher Education, Govt. of Odisha. Resolved to prepare the reports of the events. The Nodal Officers were asked to do the needful.

Agenda VII Discussion on the short term courses and add on courses

Resolved to start a few more such courses for the benefits of the students. Dr. Swarnamayee Purohit informed that a short term course on Communication Skills and Personality Development is going on.

Agenda VIII Review of the Pandit Laxminarayan Mishra Extra-mural lecture series

The committee praised those departments who organized extra-mural lectures and requested IQAC coordinator to involve other departments

Agenda IX Organisation of a workshop on 'Vermi Composting'

Resolved to organize a workshop on 'Vermi Composting'. Department of Botany and Zoology will coordinate it.

Agenda X Conduct of Career advancement, self-employment and entrepreneurship development programmes

Resolved to conduct of Career advancement, self-employment and entrepreneurship development programmes in collaboration with different organisations

The meeting ended with the vote of thanks by Mr. Tapan Kumar Barik, Coordinator, IQAC.



IQAC Coordinator


**Principal
Laxminarayan College
JHARSUGUDA**



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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 31st.

(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.



IQAC Coordinator


**Principal
Laxminarayan College
JHARSUGUDA**