

Letter No- 18

21.7.201

A meeting of I&AC was held in the office of the principal today ^{at 11.30 AM} under the chairmanship of the principal Dr. S.S. Mohapatra with the following members and the meeting unanimously resolved on the issues recorded below.

- 1- Dr. S.S. Mohapatra (chair person) H. S. Mohapatra
- 2- Arun K. Parhi *Ar*
- 3- Dr. Laxmidhar Nayak *LCM*
- 4- Dr. Gopabandhu Mohapatra *GM*
- 5- Dr. Uday Ranjan Das
- 6- Somanath Sahoo *SS*
- 7- Umesh Ch. Barik *UB*
- 8- Montyrajaya Samal - *MS*
- 9- Prabodh K. Mohapatra *PKM*
- 10- Radhaganta Patra (Alumni) *RP*
- 11- Rashmita Mohapatra (G.B. member) *RM*
- 12- Banamali Barik *BB*

- 1- At the outset of the meeting, The I&AC coordinators read out last proceeding discussion was made on action taken as per the proceeding.
- 2- The meeting focussed on teaching-learning process and curricular aspect. The members emphasized on the development of communicative skill and certificate course on computer.
- 3- The college in collaboration with IVCE will promote computer learning and the

- 4 - English Department teachers are suggested to have a departmental meeting and to chalk out programme to introduce necessary classes to develop communicative skill.
- 5 - On the matter of E Governance, The principal was requested to provide computer to Examination Section. Admission and Accounts tasks are being done by E-process and it should be the complete of E-Governance. Non-teaching staffs need to computer literate.
- 6 - Faculty members are advised to identify slow learners and advance learners. unit tests internal exams be made regularly / periodically and the faculty members need to review on the performance of students and accordingly necessary suggestions be placed before the principal for its remedy.

The meeting was ended with vote of thanks to The chair.

H. S. Patil
Principal
Khaira College, Khaira
Balasore

Sitting No-19

4.12.18

1&AC meeting was held today on 4.12.2018 at 3 PM in the office of the principal under the chairmanship of Dr. S.S. Mohapatra and the following members were present in the meeting.

- 1- Dr. S.S. Mohapatra (Principal) H. Mohapatra
- 2- Arun Ku. Parhi ~~Dr. Parhi~~
- 3- Dr. Laxmidhar Nayak ~~Dr. Nayak~~
- 4- Dr. Gopabandhu Mohapatra Gm.
- 5- Dr. Vday Ranjan Das
- 6- Sumanath Sahoo ~~Dr. Sahoo~~
- 7- Umesh Ch. Barik ~~Dr. Barik~~
- 8- Mrutyunjaya Samal - ~~Mr. Samal~~
- 9- Dr. Laxman Ku. Satapathy - ~~Dr. Satapathy~~
- 10- Radhakanta Patra (Alumni) ~~Dr. Patra~~
- 11- Rashmita Mohapatra (G.B. member) ~~Dr. Mohapatra~~
- 12- Baranali Barik (Co-ordinator) ~~Dr. Barik~~

- 1- At the outset of the meeting, the members present discussed about action taken report as per the last proceeding. The meeting expressed satisfaction over the extra class and Bridge course implemented by departments. The faculty members have identified the slow learners and they have taken steps as needed.

- 2- The suggestions collected from department members was presented in the meeting. The members expressed that value added be taken and the curriculum be

- 3- The results of unit test and internal exam was placed to review on outcome of the course and performance of students.
- 4- IQAC is to initiate organising Seminar discussion and debate on cross cutting issues, Gender issues and environmental hazards. Besides that NSS, YRC and AIC units are to undertake programme relating to Social issues and start campaign against Tobacco and use of polythene.
- 5- The principal is requested to sanction necessary amount for modernization of Science laboratory and he is also requested to purchase equipments for practical.

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

Hanifatra
Principal
Khaira College, Khaira
Balasore

Sitting 110-20

22.03.2019

The meeting of IDAC was held today on 22.03.2019 in the Office of the principal under the chairmanship of the principal Sri Gobinda ch. Sahoo and the following members were present in the meeting.

- 1- Gobinda ch. Sahoo (Principal)
- 2- Arun Ku. Parhi *Parhi*
- 3- Dr. Laxmidhar Nayak *Laxmi*
- 4- Dr. Gopabandhu Mohapatra *Gop*
- 5- Dr. Laxman Ku. Satapathy *Satapathy*
- 6- Dr. Uday Ranjan Das
- 7- Somnath Sahoo *Soh*
- 8- Umesh ch. Barik
- 9- Montyrajay Samal *Samal*
- 10- Radhakanta Patra (Alumni)
- 11- Rashmita Mohapatra (G.B. Member) *Rash*
- 12- Banamali Barik (Coordinator) *Barik*

- 1- At the outset of the meeting the coordinator IDAC read out the last proceeding and discussion was on the action taken as per the last proceeding.
- 2- The meeting expressed thanks to the principal for completion of modernisation work of Science laboratory. NSS and NCC units have organised Swachha Bharat Avijan, Discussion/Seminar on Gender equity and Gender Sensitization, prohibition of Dowry, Environmental hazards, Self Defence programme for Girls etc.

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- 3- The coordinator I&AC proposed for parent-Teacher Association meeting and Alumni Association in the 2nd week of April. The members agreed on the proposal to have PTA meeting and to obtain Feedback from parents from regarding academic matters.
 - 4- In the last year Alumni Association had contributed Rs 5 lakhs to the college and the Alumni has performed and discharged wonderful job in this regard. Alumni meeting is to be held in the 2nd week of April.
 - 5- The principal put forth the proposal to acquire land for playground and it was decided to meet the expense from Development fund.
 - 6- Review was made on the performance of students in the last exam and the meeting resolved to continue mentor mentee system and doubt clear classes to be taken up.

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

[Signature]
Principal
Khaira College, Khaira
Balasore