



INTERNAL QUALITY ASSURANCE CELL

GOPALPUR COLLEGE, GOPALPUR, BALASORE

RESOLUTION NO: 9

Dated: 25-07-2019

A meeting of Internal Quality Assurance Cell of Gopalpur College, Gopalpur, Balasore was held on 25-07-2019, Thursday at 11 AM in IQAC Conference Room. Prof. Naresh Kumar Parhi, the Principal of the College presided over the meeting. The members who have signed here under remained present in the meeting and took part in the discussion. Their decisions of the meeting are hereby recorded as follows.

Members Present

1. Radha Kurshna Samal
2. Naresh Kumar Parhi
3. Pravakar Mahajan
4. Kamalakanta Acharya
5. Sarat Chandra Panda
6. Rabindra Kumar Sahoo
7. Biswanath Sahoo
8. Nihar Ranjan Kar
9. Sangram Kumar Das
10. Prativa Mohanty
11. Aswani Kumar Mohapatra

1. **Confirmation of last proceedings** : The proceedings adopted in the last meeting was read out and confirmed.
2. **About Accreditation of college** : The Internal Quality Assurance Cell reviewed the progress for the accreditation of the college by NAAC. It suggested the officers in charge of the work to create different groups to take up consolidation of various sectional data. The Co-ordinator of IQAC and the co-ordinator of NAAC are given tips to called and consolidate the data.
3. **Posting Additional Faculties** : As the Honours level teaching has been provided to the students, the members of the IQAC suggested the college authorities to appoint third post of Lecturers for Science subject. Moreover, the hands for Department of Sanskrit, Hindi, English, Sociology and Philosophy are to be appointed on contract basis.
4. **About Computer Training Programme** : The IQAC felt it urgent to provide computer training to the Teaching and Non-Teaching staff of the college. A week Training Programme is to be arranged by the in house computer

experts as well as out sourcing trainers to sensitize the staff to handle programme on Computer.

5. **Regarding Academic Calendar** : The IQAC suggested the College administration to prepare Academic calendar for the year 2019-20. The focus is to be given to complete various co-curricular and extra-curricular works in time.
6. **Innovation in Teaching and Support to meritorious Students** : The IQAC proposed to the faculties to take up more innovative teaching programme and research activities. So, that the same will inspire the students to cultivate the ideas as such. Moreover , a fund for meritorious poor students need to be thought to help them in need.
7. **About Departmental and Sectional Data Collection** : The IQAC advised the principal to prepare the list of assignment to the staff to carry on sectional works smoothly. Moreover, the focus is to be given for assisting the officers in charge of IQAC and NAAC for consolidation of data for preparation of AQAR reports.
8. **Budget to Accommodate Accreditation Cost** : The IQAC proposed the administration of the college to prepare the Budget for the financial year 2019 keeping in view of NAAC accreditation of the college.

The meeting was over with a vote of thanks to all.


Principal 25/07/2019
Gopalpur College, Gopalpur, Balasore

Principal
Gopalpur College
Gopalpur, Balasore.



INTERNAL QUALITY ASSURANCE CELL

GOPALPUR COLLEGE, GOPALPUR, BALASORE

RESOLUTION NO: 10

Dated: 30-09-2019

A meeting of Internal Quality Assurance Cell of Gopalpur College, Gopalpur, Balasore was convened on 30-09-2019, Monday at 2 PM in the Meeting Room. Prof. Naresh Kumar Parhi, the Principal of the College presided over the meeting. The members who have signed here under remained present in the meeting and took part in the discussion. Their decision is recorded as follows -

Members Present

1. Radha Kurshna Samal
2. Naresh Kumar Parhi
3. Pravakar Mahajan
4. Kamalakanta Acharya
5. Sarat Chandra Panda
6. Biswanath Sahoo
7. Rabindra Kumar Sahoo
8. Nihar Ranjan Kar
9. Prativa Mohanty
10. Aswini Kumar Mohapatra
11. Sangram Kumar Dasa
12. Mihir Kumar Panda

1. **Confirmation of last proceedings** : The resolution adopted in the previous proceedings are read at and confirmed.
2. **Discussion about the performance of students** : The result of final Degree Examination-2019 was analyzed and the faculties of the Science Department were advised to take care of lesson work for improvement in the result rate.
3. **Passing AQAR 2018-19** : The draft copy of the Annual Quality Assurance Report for the year 2018-19 was read out and discussed. After due modifications the Co-ordinator of IQAC was advised to send it for assessment.
4. **About Purchase of Library Books** : As the Choice Based Credit System Pattern of Education has been revised on state model, the college authorities are suggested to purchase library books and journals very soon. Moreover, pending computerization work of the library owing to separation college library is to be completed on priority basis.

5. **About Extension and neighborhood activities :** The officers in charge of Extension Activities are advised to organise Health Camps, Consciousness programme and Neighborhood activities actively. Moreover the volunteers of NSS and YRC are to attend the cleaning programmes of the campus in spirited manner.
6. **About preparation of Cultural Activities Profile :** The cultural programmes organized in the year are to be properly recorded and a profile of students' participation and result is to be prepared and displayed for inspiration of the students.
7. **About construction of College Canteen :** The steps are to be taken to construct a spacious College canteen so that the students can take food easily and continue their lesson work in later hour.
8. **Boarding Facilities of Boys :** The steps are to be taken to provide Boarding facilities to the Boy students so that they will not face trouble of travelling from distant parts. Moreover, they can attend different curricular and extra-curricular programmes organized by the college without hesitation.
9. **About Physical Education Facilities :** The College authorities are suggested to provide more sports and physical education programme to the students. The appointment of the physical Education Teacher on the lying vacancy can be given top priority.

The meeting was over with a vote of thanks to all.


Principal 20/09/2019
Gopalpur College, Gopalpur, Balasore

Principal
Gopalpur College
Gopalpur, Balasore.



INTERNAL QUALITY ASSURANCE CELL

GOPALPUR COLLEGE, GOPALPUR, BALASORE

RESOLUTION NO: 11

Dated: 10-12-2019

A meeting of Internal Quality Assurance Cell of Gopalpur College, Gopalpur, Balasore was convened on 10-12-2019, Tuesday at 11 A.M. to discuss on the agenda as prepared. The members who have signed here under remained present in the meeting and took part in the discussion. Their decisions on various points are recorded as the details given below-

Members Present


1. Radha Kurshna Samal
2. Kamalakanta Acharya
3. Pravakar Mahajan
4. Sarat Chandra Panda
5. Biswanath Sahoo
6. Rabindra Kumar Sahoo
7. Ramakanta Sahu
8. Shishir Kumar Parhi
9. Lipsa Sahu
10. Nihar Ranjan Kar
11. Naresh Kumar Parhi
12. Aswini Kumar Mohapatra

1. **Confirmation of last proceedings** - The proceedings of the last meeting are read out and the resolution made there of are confirmed.
2. **Presentation of Action Taken Report of 2018-19 Academic Session** - The IQAC Co-ordinator presented the action taken report of the academic year 2018-19 before the members of the Quality Assurance Cell. The matter relating to implementation of college website, Add on Programme and proctorial classes etc are discussed and the IQAC suggested to purchase books for Add on Programme for library issue to the teachers and the students. Moreover, the members discussed about the working of the network resource centre and language laboratory of the college. It is unanimously proposed to update those support services for better output.
3. **Regarding submission of pending AQAR** - The quality assurance cell discussed the matter about submission of pending IQAR and discussed about the constraint of early submission. The principal of this college

- suggested to order the office to supply required data and hire extra Data Entry Operator to record the required information in filling up format of AQAR . The cell desired to complete the process within a month.
4. **Discussion about College Canteen** - The assurance cell reviewed the work of construction of college canteen and suggested to the college authorities to speed up the work . The same is desired to be used within a sort span of three months time.
 5. **Repairing works of College Building-** The assurance cell discussed about repairing work necessitated for maintenance of the college building . The cell suggested the principal to prepare an action plan on the matter and proposed budget on the repairing work and coloring of college building. After due approval of the Governing Body , the work must be completed during the summer vacation .
 6. **Regarding student satisfaction on working of the college** - The IQAC discussed about the filling of the students on working of the college and service to them. It is decided to schedule format to collect views from the students are to be submitted to the students before they seat for examination. The report of students satisfaction survey is to be put forth before IQAC in their next meeting.
 7. **Extension of Cycle Stand-** The cell discussed the matter related to keeping of students by-cycle safely in the shed. It is decided that the students are unwilling to keep their cycle in the extreme end of the cycle stand. It is decided to complete the floor work of the cycle stand and build road properly to the extreme end of the cycle stand that the students will be forced to keep their cycle in specific places . If the extension of cycle stand required , the agenda will be discussed in the next meeting.
 8. **Discussion regarding automation of Library-** The work relating to automation of college library was reviewed in the cell . The Librarian-in-Charge gave a detailed description regarding the extent of work completed in regards to automation of college library. The cell decided the books issued to the students and staff must be returned back for bar-coding and the same will be reissued to the faculty just after the work is over.
 9. **Regarding Road and Electrification work to newly constructed Class Room Building** - The cell feels it urgent to complete the work of road connectives to the newly constructed college class room building . The road is to be wide enough for easy movement . Moreover , the steps is to be taken to provide electrification to the block that teaching . Teaching Learning process will be smoother. It must be done in priority basis.
 10. **Regarding compilation of self study report-** The IQAC discussed about submission of self study report to NAAC and the extent to which the same has been prepared . The IQAC Co-ordinator gave detailed

information regarding the compilation of the report. It is decided the NAAC Committee is to cooperate the matter earnestly and prepare the draft copy within 2 months. The Principal is again suggested to hire a separate Data Entry Operator for the said purpose.

The meeting was over with a vote of thanks to the persons who participated in the meeting.


Principal 10/18/2020
Gopalpur College, Gopalpur, Balasore
Principal
Gopalpur College



INTERNAL QUALITY ASSURANCE CELL

GOPALPUR COLLEGE, GOPALPUR, BALASORE

RESOLUTION NO: 12

Dated: 18-03-2020

A meeting of Internal Quality Assurance Cell of Gopalpur College, Gopalpur, Balasore was held on 18-03-2020, Wednesday at 12.30 P.M. under the Chairmanship of Prof. Naresh Kumar Parhi, Principal-in-Charge of the college to discuss on the scheduled agenda. The members who have signed hereunder remained present in the meeting and participated in discussion. The decision taken in the meeting has been recorded as the details stated below -

Members Present

1. Naresh Kumar Parhi
2. Sarat Chandra Panda
3. Kamalakanta Acharya
4. Pravakar Mahajan
5. Radhakrushna Samal
6. Rabindra Kumar Sahoo
7. Ramakanta Sahu
8. Nihar Ranjan Kar
9. Shishir Kumar Parhi
10. Biswanath Sahoo
11. Aswini Kumar Mohapatra
12. Mihir Kumar Panda
13. Sagram Kumar Das
14. Lipsa Sahu

1. **Confirmation of last proceedings** : The resolution adopted in the last meeting was read out and the proceedings are confirmed unanimously.
2. **Regarding submission of pending AQAR** : The Co-ordinator of IQAC presented report regarding submission of pending Annual Quality Assurance Reports of the academic sessions from 2014-15 to 2018-19 on 13th March, 2020 and 14th March, 2020 within the stipulated time schedule fixed by the NAAC. The data submitted in the previous meetings are revisited and submitted on the new format. The quality assurance cell after verification of the data submitted to NAAC felt satisfied on the steps taken in this regard.
3. **Discussion regarding Feedback Reports of 2019-20 & steps further** : The reports of the feedback collected from the students, teachers, alumni and parents as presented for discussion. The assurance cell expressed their dissatisfaction for

making delay in purchase of library books . It is decided that library books are to be purchased without further delay . Regarding the posting of Physical Education Teacher , the principal has been advised to consult with the Directorate what steps can be taken in this regard. Regarding hostel facility for boys , the matter is to be put forth before the Governing Body . The college authorities is to focus on repairing work and coloring of college building . It is urgent to improve e-Teaching and ICT facilities for academic purpose .

4. **About progress of recording Self Study Report** : The IQAC Co-ordinator submitted information about collection of departmental and sectional data required for recording Self Study Report . As the period is to conduct Higher Secondary and Degree Examination , cooperation of Steering Committee in writing SSR becomes difficult. The quality assurance cell suggested the member of steering committee to assist in the work and complete the same without delaying.

5. **Regarding Computer Training for e-Teaching** : As the need of the time is switching over from black board work to powerpoint presentation , use of Android Set , internet , e-Pathasala and Google Class Room etc one computer and ICT training programme has become necessary. The principal of the college suggested to arrange some training classes for the faculty of the college to adopt the new methodology in teaching.

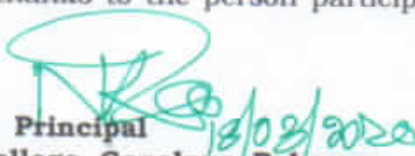
6. **About submission of AQAR of 2019-20 academic session** : The IQAC Coordinator provided the data in form a sketch of AQAR for the academic session 2019-20 . All the information are verified and discussed. The assurance cell passed all the information and suggested to submit AQAR 2019-20 just after the Degree Result are coming out .

7. **About student data base** : As the college is proceeding for IInd Cycle of Accreditation in new format , the admission section is to prepare the student data base for collection of students satisfaction report by NAAC. It is to be made on NAAC format .

8. **Regarding progress of Add on Course** : It is reported for the information of IQAC that this syllabi of three Diploma and two certificate courses along with one Value Added Course have been designed by the academic council of the college . The students have been pursuing studies on the course but they are unwilling to pay the course fee . So , the IQAC proposed to relax the charges as the student belong to Backward Class and poor farmer communities.

9. **Regarding Action Taken Report 2019-20** : The action taken of the decision of IQAC is discussed in the meeting . The cell decides to present the full fledged report in the next meeting after publication of Final Degree Result , submission of SSR and Report on completion academic session.

The meeting was over with a vote of thanks to the person participated in the meeting.


Principal
Gopalpur College, Gopalpur, Balasore.

Principal
Gopalpur College
Gopalpur, Balasore.

**GOPALPUR COLLEGE, GOPALPUR, BALASORE,
ODISHA
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

ACTION TAKEN REPORT-2019-20

Presented Before IQAC on 18.03.2020

**Hon'ble Chair Person
and esteemed members of IQAC,**


Sir,

I am to present the report of actions taken by the college authorities in view of the decision of IQAC in the academic year 2019-20 for your kind appreciation and further suggestion.

1. As decided in IQAC, the pending AQARs from 2014-15 to 2018-19 Academic session have already been submitted to NACC by 14th March, 2020.
2. The decision taken in respect of posting of Lecturers in Hindi, English, Physics, Chemistry and Sanskrit has already been completed. The Government have posted Lecturer in Philosophy and English on vacant post. The filling of additional posts in Botany, Zoology and Sociology has been delayed due to non-availability of suitable candidates.
3. The funds have been risen to award poor aspiring students at need and three thousand rupees has been allocated to three needy girl students to assist them in clearance of their dues and fees for from fill-up.
4. It is to report you that two health camps have been organized to assist the senior citizens and distribution medicine to patients has been done.
5. The steps have been taken to seek clarification from the government regarding posting of Physical Education Teacher which has been lying vacant due to superannuation of the former employee.
6. The college has organized two computer training programmes for staff after signing an MOU with Academy of Business Administration, Kuruda, Balasore.

7. The Annual Quality Assurance Report for the year 2019-20 has been prepared to be presented in the meeting.
8. As per decision of IQAC students satisfaction reports have been collected, analyzed and reported to NAAC.
9. As per decision in the previous meeting an extra hand of Data Entry Operator has been engaged and he has been offering services for data entry and computerization work.
10. The fund has been allocated and steps taken to purchase library books for the use of the students.

This is for your kind information and further discussion.


Principal
Gopalpur College, Gopalpur, Balasore
Principal
Gopalpur College
Gopalpur, Balasore
18/03/2020


Co-ordinator
Internal Quality Assurance Cell