

# Meeting

Date- 30.07.2017

Time- 11.30AM

Venue- Language Laboratory

## **Members Present-**

1. Principal- Chairman
2. Satyananda Das – Member
3. Bhagirathi Prusty – Member
4. Dilip Kumar Prusty- Alumni representative
5. Dr. Jiten Kumar Ram- Alumni representative
6. Subash Chandra Jena- Member
7. Mira Pal - Member
8. Bodhipriya Nachiketa Mohanta, +3 IInd Yr. Arts- Students' representative
9. Dr. Abani Kanta Dash – Coordinator

## **Minutes-**

At the outset the Principal informed the committee, that the institution has been selected to get fundings for civil construction and procurement of non-civil items under OHEPEE, a World Bank Assisted Project and an amount of Rs. 6.97 Crore would be received. All the members expressed their satisfaction over such achievement. The Principal specially thanked Dr. A.K. Dash, Coordinator and Sri C. Satpathy , Dy. Coordinator for preparing the IDP.

It was unanimously decided that an academic block would be constructed to meet the classroom requirements.

The Coordinator presented the action taken report for the academic session 2016-17:

### **Action taken report:**

1. Institutional Development Plan was prepared.
2. Teaching-learning activities was improved by providing required equipment to laboratory and library.
3. Industrial and field visit with submission of project reports were prepared.
4. Mentoring system was implemented in all the departments for properly guiding the students.
5. Energy Audit was conducted and old electric lights were replaced by new CFL.
6. Academic audit was conducted by the District Level Coordinator (DLC) and Regional Director, Bhubaneswar (H.E. Dept. Govt. of Odisha).

The members expressed satisfaction on the performance of IQAC.

Bodhipriya Nachiketa Mohanta, the students' representative requested the Principal to sanction some funds for organizing a state level seminar by the department of English and the principal readily agreed to provide required funds for such seminar and entrusted the responsibility with Sri K.C. Mishra, head, dept. of English to go ahead.

Then the Coordinator, Dr. Abani Kanta Dash presented the action plan of IQAC for the session 2017-18.

**Action Plan:**

1. Energy Audit.
2. Preparation of student's database.
3. Strengthening of students' mentoring system.
4. Organisation of Work shop on Academic writing for faculty members and students.
5. Strengthening of Career counselling cell.

The proposed action plan was approved in the house and the Principal was requested to ensure the timely implementation of the plans.

Then, vote of thanks was offered by the Coordinator and the President declared the closure of the meeting.

*Abul Kalam*  
(Abul Kalam) 30/7/17  
Principal  
Karanjia (Auto) College, Karanjia  
Date- 30.07.2017  
Mayurbhanj

*Annu*  
30.7.2017  
(Dr. A.K. Dash)  
Coordinator, IQAC  
Karanjia (Auto) College, Karanjia  
Date- 30.07.2017

# Meeting

Date- 12.12.2017

Time- 3.00PM

Venue- Hall No-25

## **Members Present-**

1. Principal- Chairman
2. Satyananda Das – Member
3. Bhagirathi Prusty – Member
4. Dilip Kumar Prusty- Alumni representative
5. Dr. Jiten Kumar Ram- Alumni representative
6. Subash Chandra Jena- Member
7. Mira Pal - Member
8. Bodhipriya Nachiketa Mohanta, +3 IInd Yr. Arts- Students' representative
9. Dr. Abani Kanta Dash – Coordinator

## **Minutes-**

It was the first PTA meeting in the session 2017-18, convened by IQAC. The Principal presided over the meeting. Dr. A.K. Dash, the Coordinator apprised the objective of convening the meeting. He informed the house that the parent-teacher meeting would be greatly beneficial for all the stake holders. The Chair person wanted the parents to give their views on the management of the institution and academic activities. As many as 87 parents / guardians attended the meeting and made the following suggestions for better teaching-learning ambience of the institution along with promoting co-curricular activities and extra-curricular activities for overall development of the students. The President of PTA requested the Principal to improve the Teaching-learning activities by making the students computer shabby. The Principal inform the house that necessary steps would be taken to make the students computer literate. The members of the PTA reiterated on taking up the following steps:

1. Regular cleaning of the campus.
2. Provision of more urinals and lavatories.
3. Provision of drinking water facilities.
4. Monthly test.
5. Question bank.
6. More number of books from lending library to the students.
7. Spacious girls' common room and maintenance of hygiene of the urinals.
8. More sports items for promoting sports and games.
9. Keeping the Indoor stadium open for the hoteliers in the afternoon.
10. More equipment for Gymnasium.

The suggestions of parents were accepted by the IQAC and the principal informed the house to see that the suggestions were carried out shortly. The Coordinator, IQAC, Dr. A.K. Dash thanked all the teachers, parents and executive committee members for making a fruitful discussion. The feedbacks were collected and it was informed that the so received ones shall be analysed in detail and action would be taken accordingly.

Then the principal and chairman declared that the meeting was wound up.

*Abul Kalam*  
(Abul Kalam) 12/12/17

Principal

Karanjia (Auto) College, Karanjia

Date- 12.12.2017

Mayurbhanj

*Dr. Chandhi Prasad Mohanta*  
(Dr. Chandhi Prasad Mohanta)

President PTA

Karanjia (Auto) College, Karanjia

Date- 12.12.2017

*A.K. Dash*  
30/12/2017  
(Dr. A.K. Dash)

Coordinator, IQAC

Karanjia (Auto) College, Karanjia

Date- 12.12.2017

# Meeting

Date- 29.05.2018

Time- 11.30AM

Venue- Principal's Chamber

## Members Present-

1. Principal- Chairman
2. Satyananda Das – Member
3. Bhagirathi Prusty – Member
4. Dilip Kumar Prusty- Alumni representative
5. Dr. Jiten Kumar Ram- Alumni representative
6. Subash Chandra Jena- Member
7. Mira Pal - Member
8. Bodhipriya Nachiketa Mohanta, +3 IInd Yr. Arts- Students' representative
9. Dr. Abani Kanta Dash – Coordinator

## Minutes-

A meeting of the IQAC was held under the Chairmanship of the Principal. The purpose of the meeting was to review the action taken on the plans chalked out on 30.07.2017 for the session 2017-18. The Coordinator apprised the house that only five proposals were made at the beginning of the session to be carried out. He also informed that three proposals out of five were implemented namely energy audit, preparation of students' database, strengthening of students' mentoring system. Dr. Jiten Kumar Ram expressed dissatisfaction as the Career Counselling Cell was not active because no programme to sensitise the students was conducted. However, the Principal assured that programmes would be conducted from the next session positively.

Sri Satyananda Das, esteemed member of the IQAC informed the house that a workshop on academic writing would soon be organized for faculty the members and the students which will help preparing project reports which is a prerequisite of final degree examination.

Then the principal and chairman declared that the meeting was wound up.

Akanan Sahu  
(Akanan Sahu) 29.5.18  
Principal  
Karanjia (Auto) College, Karanjia  
Date- 29.05.2018  
Mayurbhanj

A.K. Dash 29.5.18  
(Dr. A.K. Dash)  
Coordinator, IQAC  
Karanjia (Auto) College, Karanjia  
Date- 29.05.2018