

## MINUTES OF THE IQAC MEETING DATED 21.04.2023

The meeting of IQAC was held in the Office of the Principal at 11.00 A.M on 21.04.2023 with Prof. Dr. Bimal Prasad Sahu, Principal of the college on chair.

The following agenda was placed before the members of IQAC. Resolutions were passed after threadbare discussion.

### **Agenda – 1:**

To confirm the minutes of previous meeting dated 29<sup>th</sup> July 2022.

### **Resolutions:**

The proceedings of the last IQAC meeting was read by the Coordinator IQAC briefing in detail the execution of the resolutions passed in the last meeting. The members were pleased to confirm the minutes of the meeting.

### **Agenda – 2**

To review and confirm the Academic Calendar for the session 2023-24.

### **Resolutions:**

The Academic Calendar for 2023-24 presented by the Coordinator IQAC was approved with the liberty given to the esteemed Principal for making any changes required in accordance with the Academic Calendar to be published by the Higher Education Department.

### **Agenda – 3**

To review and confirm the Administrative Calendar for the session 2023-24.

### **Resolutions:**

The Administrative Calendar for 2023-24 presented by the Coordinator was approved. The members of IQAC praised the Principal for conducting academic audit and other audits by external peer members of high academic excellence. Further, the cell advises to conduct Academic Audit, Administrative Audit, Green Audit, Energy Audit, Environment Audit and Gender Audit.

### **Agenda – 4**

To decide two Best Practices for the session 2023-24.

### **Resolutions:**

It was resolved to adopt two best practices (i) Enrichment of Teaching Learning process (ii) Environmental Initiatives.

### **Agenda – 5**

Strategic planning for implementation of NEP 2020.

### **Resolutions:**

The members of teaching and non-teaching staff to be kept mentally ready and to keep the institution fully equipped for implementation of NEP 2020 for the academic session 2023-24 on receiving necessary instruction from Higher Education Department, Government of Odisha.

### Agenda - 6

To review the code of conduct handbooks for different stakeholders.

#### Resolutions:

The code of conduct handbook published by the college was reviewed and necessary amendments were made. The Principal was advised to place before the Governing Body for their kind approval and publish the same to abide by all stakeholders.

### Agenda - 7

NAAC Accreditation Process, preparation for 3<sup>rd</sup> cycle

#### Resolutions:

Resolved that the SSR be drafted by Draft Committee constituted earlier and to place the SSR completed in all respect before the Governing Body for review by the end of August 2023.

### Agenda - 8

Mechanism to be adopted to collect data for preparation of AQAR 2022-23 by 30<sup>th</sup> September 2023.

#### Resolutions:

It is resolved to collect data from all departments both qualitative and quantitative by providing data template as per NAAC criteria through an email-ID.

Confirmed  
(M)  
03/11/23

Teju  
Principal  
R.C.M. Sc. College  
Khatkote, (G.M.)