

**Resolution**  
**Meeting of Athletic Association On 22.11.2022**

A meeting of Athletic Association was held under the chairmanship of the Principal, Dr. Premalata Rout at 3.30 PM on 22.11.2022 in the office of the principal and the following resolutions were made unanimously.

- 1 - An urgently Preparation of Volley ball court, Kabaddi and Cricket ground are to be prepared for immediate start of these games.
- 2 - Inter-class Competition related to various games and sports will be conducted very soon.
- 3 - The students participating the various games and sports for Inter-Class tournaments of different competitions are to be allowed to practise immediately and get ready to participate any games and sports of University sponsored at any moment for the session 2022-2023.
- 4 - Sports equipment may be purchased if necessary, for different games and Sports.
- 5 - The students are to be notified to give their name to P.E.T. for different games and sports immediately.
- 6 - Annual Athletic Meet will be held in the 3<sup>rd</sup> week of December 2022 tentatively which will be decided in the next meeting to be held in the first week of December, 2022.

The meeting is ended with vote of thanks by Dr M. K. Nayak, Association Vice-President of Athletic Association.

The following members of the committee are Present in the meeting.

- 1- Jyotsna Saini
- 2- Manu Kumar Nayak 22.11.2022
- 3- Pradyuman Pradhan 22.11.2022
- 4- Smriti Ranjan Samantary, 22.11.2022

  
Vice President  
Athletic Association 22/11/2022

  
Principal  
Pattamunda College  
22/11/22

## RESOLUTION OF THE CULTURAL ASSOCIATION MEETING 2022-23

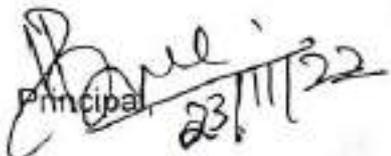
The Cultural Association meeting was held under the chairmanship of honourable principal Dr. Premalata Rout, Pattamundai College, Pattamundai in the principal chamber on 23.11.2022. In the meeting the vice president of the association Dr. Anjali Kumari Dash, Reader in Botany, and Mr. Sarojakanta Nayak, Lecturer in English and Dr. Nibedita Pradhan, Lecturer in Political Science were also present. The following resolutions were made unanimously by the committee.

1. All the cultural activities will be undertaken within the timeframe of 02.12.2022 to 07.12.2022.
2. The following competitions will be held-
  - 1) Essay (English)
  - 2) Essay (Odia)
  - 3) Debate (English)
  - 4) Debate (Odia)
  - 5) Rangoli
  - 6) Drawing
  - 7) General Knowledge
  - 8) Song
  - 9) Mehendi
3. The proposed budget is attached herewith.

Proposed Budget For Cultural Activities 2022-2023		
Sl.no.	Description of item	Amount (Rs.)
1	Refreshments	5000/-
2	Stationary	1000/-
3	Documentation (Banner & Report)	2000/-
4	Prize and certificate	10000/-
5	Song	10000/-
	Total	28,000/-

(Rs. Twenty Eight Thousand only/-)

Anjali Kumari Dash  
Sarojakanta Nayak  
Nibedita Pradhan

  
Principal  
23/11/22  
Pattamundai College



# **PATTAMUNDAI COLLEGE, PATTAMUNDAI**

## **HOD Meeting**

Date-28.11.2022

**RESOLUTION No.**

A meeting of all HODs was held on 28.11.2022 at 03.15 pm. under the Chairmanship of Dr. Premalata Rout, Principal in the office of the undersigned and the following resolutions were unanimously adopted.

1. It was discussed that Sub-Collector, Kendrapara-cum-President, G.B. Pattamundai College, Pattamundai will visit the college on 29.11.2022 to conduct a Voter Awareness Training Programme. So all the staff and students will remain present in the meeting without fail.
2. It was discussed whether the courses of +2 2<sup>nd</sup> Year Arts/Science/Commerce have been completed.
3. Dr. D. Parida, Academic Bursar suggested to the committee to continue the classes of M.I.L. (O), Optional Odia and classes of +2 2<sup>nd</sup> Year Arts/Science/Commerce without reshuffling the time-table.
4. It was decided in the meeting to provide Fresh Identity Card, Library Card & Renewal Identity Card, Library Card as early as possible to the Students of both +2 & +3 Wings.
5. HODs are requested in the meeting to submit the required book list to the undersigned for purchase of books for the academic session 2022-23.
6. The HODs of Odia & Education departments have requested the Principal to supply them new Laptops or repair of existing departmental laptops. Further, it was decided to renovate blackboards of required classrooms and seminars.
7. Further, it was decided in the meeting that all the departments will organize at least two seminars inviting at least one or two Resource Persons from any University mostly preferable Professors/Associate Professors. The Research & Seminar Committee will look after the matter.
8. It was decided that all the department will organize Parent-Teachers Meet latest by 3<sup>rd</sup> week of December, 2022 (+3 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Year) within a budgetary provision of Rs.2,000/- per department (One day Programme, One Banner, One Report).
9. It was decided that Alumni Meet of different departments will be held latest by the end of January, 2023.
10. Further, it was decided that O.S.S., Science Society and Commerce Society will organize their Annual Functions latest by January, 2023.
11. It was resolved in the meeting that the date of Lecture Series will be decided by the IQAC in consultation with the HODs of the different departments.

12. It was decided in the meeting that the updated Mentor-Mentee Report for the Session 2021-22 will be submitted to the IQAC by the end of 15<sup>th</sup> December, 2022. Further, the project reports of the different departments will be deposited to the IQAC by 10<sup>th</sup> December, 2022.
13. It was decided in the meeting that First Page of 1<sup>st</sup> Quarter Resolution Meeting of different departments must be submitted to the IQAC by 10<sup>th</sup> December, 2022.
14. An Academic Audit Committee was constituted with the following staff members.  
Dr. Sunil Kumar Pradhan, IQAC Coordinator  
Prof. Dillip Kumar Bhuyan, HOD, Zoology  
Dr. Dushasan Parida, HOD, Chemistry  
Dr. Anjali Kumari Dash, HOD, Botany
15. The Committee member are requested to complete the academic audit for the session 2020-21 and 2021-22 in all respects before 15<sup>th</sup> January, 2023.
16. HODs are requested to submit their departmental Bridge Course Report for the Session 2021-22 by 15<sup>th</sup> December, 2022.

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

  
Principal  
Principal  
Pattamundai College

Members present

1. Anirudh Kumar Singh, Reader, in Eng, HOD
2. Prasad K. S. Reader in Eng, HOD
3. Ramesh Kumar Sahu, Reader in physics, HOD
4. Smit Kumar Pradhan, Reader in Chemistry, IQAC Co-ordinator
5. Anjali Kumari Dash, Reader in Botany, HOD
6. Nibedita Nayak, Lect. in Education, HOD
7. Gitanjali K. Jena, Lect in philosophy, HOD
8. Pradyumna Pradhan, Lecturer in Economics, HOD
9. Ranjan Kumar Behara, Lecturer in Commerce, HOD
10. Nibedita Pradhan, Lecturer in Pol-Sc, HOD
11. Dushyanta Panda, Reader in Chemistry, HOD
12. Prasad Kumar Bhandari, Reader in Eng, HOD
13. Manoj Prasad, Reader in Sociology, HOD
14. Dilip Kumar Bheegam, HOD, Zoology, HOD

## RESOLUTION OF THE CULTURAL ASSOCIATION MEETING 2022-23

The Cultural Association meeting was held under the chairmanship of honourable principal Dr. Premalata Rout, Pattamundai College, Pattamundai in the principal chamber on 23.11.2022. In the meeting the vice president of the association Dr. Anjali Kumari Dash, Reader in Botany, and Mr. Sarojakanta. Nayak, Lecturer in English and Dr. Nibedita Pradhan, Lecturer in Political Science were also present. The following resolutions were made unanimously by the committee.

1. All the cultural activities will be undertaken within the timeframe of 02.12.2022 to 07.12.2022 and the Cultural function will be organized in the last week of December 2022.
2. The following competitions will be held-
  - 1) Essay (English)
  - 2) Essay (Odia)
  - 3) Debate (English)
  - 4) Debate (Odia)
  - 5) Rangoli
  - 6) Drawing
  - 7) General Knowledge
  - 8) Song
  - 9) Mehendi
3. The proposed budget is attached herewith.

### Proposed Budget For Cultural Activities 2022-2023

Sl.no.	Description of item	Amount (Rs.)
1	Refreshments	3000/-
2	Stationary	1000/-
3	Documentation (Banner & Report)	3000/-
4	Guest & Music	5000/-
5	Song Competition	7000/-

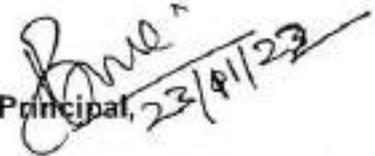
### Proposed Budget For Annual Function 2022-2023

Sl.no.	Description of item	Amount (Rs.)
1	Guest	6000/-

2	Stationary	2000/-
3	Tent, Sound & Chair	17000/-
4	Music	5000/-
5	Prize & Certificate	10000/-
5	Refreshment	4000/-
	Total	63000/-

(Sixty Three Thousand Only)

Angata Gaurani Doshi  
Sasojakomhi Nuyak  
Nibedita Pradhan

  
Principal, 23/4/23

Pattamundai College

**RESOLUTION OF THE MEETING OF SEMINAR & RESEARCH COMMITTEE  
HELD ON Dt.16.12.2022, RESOLUTION No.....**

**VENUE:- OFFICE OF THE PRINCIPAL**

**TIME:- 3.30PM**

A meeting of the Seminar & Research Committee was held in the office of the undersigned on 16.12.2022 at 3.30pm and the following resolutions are unanimously passed.

01. All the members pressed hard to organize one State Level/National Level Seminars/Conferences/Symposiums for each stream (Arts/Science/Commerce) within the end of Feb.2023 keeping in view of the Assessment & Accreditation Process. The following faculty members are requested to remain in charge of Seminars/Conferences/Symposiums as mentioned below.

**Science Stream** 1. Prof. D.K. Bhuyan, HOD-Zoology 2. Dr. D. Parida, HOD-Chemistry  
**Arts** 1. Prof. R.K. Senapati, Reader in Soc 2. Dr. Nibedita Pradhan, Lect. in Pol.Sc  
**Commerce** 1. Dr. F.C. Pradhan, Reader in Chem 2. Prof. J. Malik, Lect. in Com.

02. Each Department will organize two Departmental Seminar in the current academic session one within March and the second one within June 2023. The Budgetary Provisions for one seminar is mentioned as follows basing upon the Honours wise student intake capacity. The resource person for the seminar should be in the rank of Professor/Associate Professor of Reputed Universities/Autonomous Colleges.

Sl.No	Name of the Department	Amount
01	English, Botany, Zoology, Mathematics	Rs.7000/-
02	Odia, History, Pol.Sc, Education, Philososhy, Economics, Sociology Chemistry, Physics, Commerce.	Rs.9000/-

03. Each Department will participate in the Ongoing Lecture Series by delivering at least two lectures focusing on the NAAC –Requirement in association with IQAC.
04. Industrial /Field Visit is mandatory for each Department as per NAAC guide lines and the Budgetary Provisions for each Department is Rs. 4000/- ( Two Visit) as per the Programme framed by IQAC.
05. All members expressed their willingness to provide financial assistance to the economically weaker students from college fund by diverting the amount meant for hanging I-cards (Staff Members). It was decided in the meeting to give financial assistance this year to Miss. Bijayalaxmi Mohapatra, Department of Sociology as she got Position in Sociology Hons & got admitted P.G. in Sociology in Ravenshaw University, CTC.
06. Student Aid Committee(SAC) is constituted with the following members to disburse the financial assistance to the economically poor deserving students. The Members are-
01. Dr. R.K. Sahoo, HOD-Physics 02. Dr. S.K. Pradhan, Reader in Chemistry 03. Sri Pramoad Ku. Parida, Head Clerk 04. Abinash Parida, Accountant.
07. IQAC will organize the NAAC-Allotted on-line Seminar & another seminar in Physical Mode during the Month of January/February-2023.

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

Signature of the Members Present in the Meeting

01. Prof. Dr.Mrs. P.Rout, Principal

02. Prof. Dillip Kumar Bhuyan, Administrative Bursar

Dillip Kumar Bhuyan.

03. Dr. D.Parida, Academic Bursar

04. Dr. R.K.Shao, Accounts Bursar

Reah

05. Dr. S.K.Pradhan, IQAC-Coordinator

S.K. Pradhan

06. Dr. F.C.Pradhan, Reader in Chemistry

07. Prof. R.K.Senapati, Reader in Sociology

08. Prof. J.Malik, Lect. in Commerce

J.Malik  
16.12.2022.

09. Sri Pramoad Ku. Parida, Head Clerk

Pramoad Ku. Parida.

10. Sri Abinash Parida, Accountant

Abinash Parida

P. Rout  
Principal  
16/12/22

**OFFICE OF THE PRINCIPAL  
PATTAMUNDAI COLLEGE, PATTAMUNDAI**

**DRAMATIC ASSOCIATION  
Resolution**

A meeting of the Dramatic Association was held at 4.00 pm on dt.06.12.2022 under the chairmanship of Dr. P. Rout, Principal, Pattamundai College, Pattamundai and following decisions were taken.

1. Dramatic Association will conduct the following competitions as per the dates.
  - a. Mono Action 15.12.2022 (Both +2 & +3)
  - b. Dance Competition 16.12.2022 (+2) 09/1 (+3)
    - i. Odishi
    - ii. Folk-Dance / Patriotic
    - iii. Modern
  - c. Odishi 16.12.2022 (+3)
  - d. Folk-Dance / Patriotic, Modern 17.12.2022 (+3)
  - e. Annual Drama will be staged by the end of January 2023.

Meeting was ended with vote of thanks by S.K Jena, Lect. in Philosophy.

*D. Rout*  
Principal. 06/12/22  
Pattamundai College

**Members Present.**

1. Capt. M Parida, HOD Sociology *Parida*
2. P.K Swain. HOD in Odia *Swain*
3. S.K Jena. HOD Philosophy *Jena*

# Construction Committee

RESOLUTION NO:

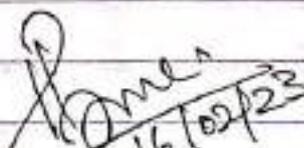
Dt. 16.02.2023

A meeting of Colose Construction Committee was held on 16.02.2023 at 3.00 p.m. under the chairmanship of Dr. Premakanta Rout, Principal of Pattamundai College. That, it was resolved in the meeting to fix metal (Steel) doors and windows in the ~~Science~~ 1st floor of Science block building.

Further, it was decided to arrange a Labour Supplier from local market with a negotiable price for fixing of 08 nos of doors (steel) and 22 nos of windows in the wall and all the payments to the Labour Contractor shall be made directly through NEFT/RTGS after obtaining a Completion Certificate from the Construction Committee Head. In view of this, Labour Supplier will make an agreement for the work with the College.

Lastly, the meeting was ended with vote of Thanks to the Chair.

Members Present:

  
16/02/23  
PRINCIPAL,

1. Ranvijay Kishor Singh
2. Pramod Kumar 16.2.23
3. Ranjan Kumar Behara 16.2.23



# PATTAMUNDAI COLLEGE, PATTAMUNDAI

## HOD Meeting

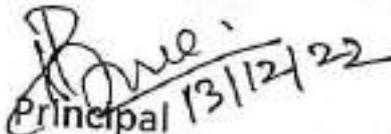
Date-13.12.2022

### RESOLUTION

A meeting of all HODs was held on 13.12.2022 at 03.30 p.m. under the Chairmanship of Dr. Premalata Rout, Principal in the office of the undersigned and the following resolutions were unanimously adopted.

1. Dr. R.K. Sahoo, Prof. I/C, +3 Examination proposed, action should be taken against the students adopting malpractice in +3 Mid-Term Internal Examinations.
2. Sri A. K. Das, HOD, English proposed to impose financial punishment with reappearance in the examination (to be held separately).
3. Dr. F.C. Pradhan, Prof. I/C, +2 Examinations proposed reexamination system for the students adopting M.P.
4. Dr. D. Parida, HOD, Chemistry proposed the financial punishment amounting Rs.1,000/- (Rupees One thousand) only per student.
5. Sri P. Pradhan, HOD, Economics agreed with the proposal of Dr. D. Parida.
6. Capt. M. Parida, HOD, Sociology appeal all the staff members should be alert in the examination hall. Further, Capt. Parida suggested not to take cellphones into examination hall, it should be applicable to both teachers and students.
7. It was decided that the Staff Council will be held towards 1<sup>st</sup> week of January, 2023.
8. The quantum of fine will be decided in Staff Council Meeting.

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

  
Principal 13/12/22

## ENVIRONMENTAL COMMITTEE

PATTAMUNDAI COLLEGE, PATTAMUNDAI, KENDRAPARA

RESOLUTIONS- 02 Date: 28.12.2022

A meeting of Environmental committee was held on 28.12.2022 at 3.30pm under the chairmanship of the honorable Principal and in the presence of the IQAC coordinator and committee members. As per the outcomes of the meeting following guidelines have been adopted for the disposal of plastic wastes generated inside the college premises.

1. During any welcome or farewell ceremony and any other departmental functions including seminars that, single use plastic bottles, carry bags and any other plastic related material must be avoided and dumped collectively in dustbins provided inside the college premises.
2. Only bio-degradable materials i.e., colorful papers, flowers, leaves etc. may be used for decoration purposes.
3. Flower bouquet with plastic covering and plastic or any synthetic flowers should be avoided. Hence only flower bunch may be offered to the guests and dignitaries.
4. Use of platter or dishes and bowls made out of Sal leaves or banana leaves is allowed during any feast.
5. Instead of plastic bottles, Paper cups may be used for serving water.
6. Feast premises should be cleaned and waste materials should be collected and dumped into the dustbins.
7. Plastic wrappers of any food materials like chocolate, biscuit, chips, bread etc. must be dumped in dustbins instead of throwing them here and there inside the college premises.
8. It must be ensured that the plastic wastes generated by any means should not be land-filled or burnt inside the college premises.

① Sechismita Biswal, Lect. in

② Alak Kumar Sahoo  
Lect. in Logic and

③ Amit Kumar Sahoo  
Lect. in Physics

④ Satish Kumar Pradhan  
IQAC. Co-ord.

*Done*  
28/12/22  
Principal  
Pattamundai College

**Office of the Principal  
Pattamundai College, Pattamundai**

No. \_\_\_\_\_ dt. \_\_\_\_\_

**NOTICE**

A meeting of Athletic Association was held in the office of the Principal at 10.30 AM on 29.12.2022 and the following resolution were made unanimously.

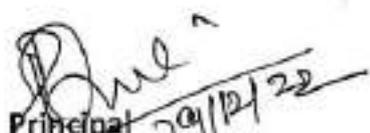
**Resolution**

- 1 - Annual Athletic Meet will be held on 6<sup>th</sup> and 7<sup>th</sup> January 2023.
- 2 - The opening ceremony of Athletic meet will be started after reaching the Masal from Rama Mandira, Pattamundai.
- 3 - It will be a two days programme to conduct all the Athletic events.
- 4 - The Proposed guests of the occasion will be Sj Dhruba Sahoo, MLA, Rajnagar, Sj Pradyumna Kumar Samantray, Chairman, Pattamundai block, Sj Hemanta Kumar Sahoo, Chairman, Municipality, Pattamundai.
- 5 - In the closing ceremony, there will be a music chair competition among the girls only in the presence of the Guests.
- 6 - The winners will be awarded with trophies and certificates in the closing ceremony by our Hon'ble Guests.

**Members Present :-**

- 1- Dashaen Saini
- 2- Manas Kumar Nayak
- 3- Pradyumna Pradhan
- 4- Somakanta Samant

  
Vice - President  
Pattamundai College

  
Principal  
Pattamundai College  
29/12/22

Office of the Principal  
Pattamundai College, Pattamundai  
No. 1132 dt. 18.11.2022 /  
NOTICE

A Staff Council meeting will be held on 21.11.2022 at 12.15 p.m. in Staff Common Room. All the staff members (both teaching & non-teaching) are requested to attend the same without fail.

This is most urgent.

  
Principal 18/11/22

Pattamundai College

Copy to the Secretary/Joint Secretary, Staff Council/Staff Common Room/Establishment Section/Guard File.

# Staff council meeting (Signature sheet)

Dt. 21:11:2022

Time = 12.15 Pm

## Members Present in the meeting,

01. Ramesh Kumar Sahu
02. Beikush Chandra Pal
03. Anuj Kumar Gahan.
04. Satyabrata Biswal Lecturer in Physics
05. Anisha K. Das.
06. Pramod Kumar Sahu
07. Dushasan Panda
08. Sagnika Dhal.
09. Sarojakanta Nayak
10. Archanda Pal
11. Sumantra K. Panu
12. Shubhashree Pothal
13. Rasmita Panigrahi
14. Subhakarini Pradhan
15. Sarojini Mishra
16. Pradyumna Pradhan, Lecturer in Economics
17. Subhag's Mishra, Lecturer in Economics
18. Nirmala Kumar Sahoo, Lect. in Mathematics
19. Manoj Kumar Das, Lect. in Commerce.
20. Rabintra K. Panda, Reader in History
21. Ranjan Kumar Behura, Lect. in History
22. Pooja K. Das, Reader in History
23. Suchismita Biswal Lect. in Botany
24. Simargini Das, Lecturer in Pol. Science
25. Nibedita Pradhan, Lect. in Pol-Science

R N madhusmita Paridevi. (P.OI.S.C)

Ranjan Kumar Behera, Lect. in Commerce.

Atak Kumar Sahu. Lect. in Logic and Philosophy.

Namita Behera Lect. in Education.

DR. Laxmi Prasad Patra, Lect. in Odia.

Kamrajit Kishi, Reader in Soc. Science.

Gourab Ch Das, Demon. in Chem  
Pratima Kumar Pradhan, Reader in Chemistry,  
Pitambar Mahapatra, Lect. in Economics.

Ashramanyu Mohanty, Demon in Botany

Amit Kumar Sahoo, Lect. in Physics

Ganeswar Das - Demonstrator in Zoology. 21-11-22

Dr. Anjali Kumari Das - Reader in Botany

Smriti Ranjan Samantary A.R.T

Dr. Manu Kumar Nayak

Dr. Jnanacala Bose

Principal  
Pattamundai College

21/11/22

## STAFF COUNCIL MEETING

The staff council meeting was held on dt. 21.11 2022 in staff common room at 12.15 pm which was presided by Dr. Premalata Rout, Honorable Principal, Pattamundai College, Pattamundai and the following resolutions were made accordingly.

In the beginning of meeting, Principal requested all the members of the council to present their opinions and problems before this august house.

Prof. R.K.Panda first welcomed Principal and suggested for the arrangement of a reception room for the guardians of the students so that they will feel easy. He thanked Principal for her attempt to appoint lecturers in different subjects to improve academic status.

Mrs. Suchismita Biswal pointed out the problems of Botany department due to shortage of staffs. She also emphasized on the water connection to Botany department as soon as possible.

Mr. R.K.Gahan took to the notice of the Principal about the repairing of blackboard and also emphasized on the supply of white board to every hall. He also emphasized on the functioning of both the boy's and girl's hostel and the college canteen.

Prof. Pradyumna Pradhan suggested for the supply of seminar books to each department and also suggested for the repairing of broken windows and doors and also additional staff supply to NSS.

Dr. M.K.Nayak suggested for the checking of student's Identity card, checking of attendance before form fill up, class room teaching during examination, budget pass in front of the staffs,field visit of the students and the starting of add on course at an early date.

Prof. Alok Sahu emphasized on the syllabus wise distribution of books to students from college library, renovation of class rooms, 75% attendance of the students and also suggested for the display of top ten ranked students on display board every year.

Prof. R.K. Behera also emphasized on 75% attendance and proper functioning of computer lab with printer facility.

Prof. Simangini Das also discussed about the problems of Self Defence Programme and appointment of extra staffs in SDTP. She also emphasized on the supply of enlist by the library.

Dr.Sunil Pradhan discussed about lecture series and the growth of students academically, cooperation of everybody for the betterment of NAAC and less class allocation to the NAAC members and completion of academic audit within this month.

Dr. A.K.Dash discussed on problems related to herbal garden and proposed for a botanical garden adjacent to botany department.

Mr. Dillip Kumar Bhuyan, the administrative bursar of college gave his consent to fulfill all the problems of the college which is possible by the administration.

Hon'ble Principal declared to take steps to solve the problem from every aspect as soon as possible.

The meeting was ended with a vote of thanks by Dr. A.K.Dash.

Sponsored  
21/11/22  
Secy.  
Staff (conv.)

Done  
21/11/22

OFFICE OF THE PRINCIPAL  
PATTAMUNDAI COLLEGE, PATTAMUNDAI

No 19 . Dt 03/01/2023

NOTICE

The staff council meeting will be held at 1.00 pm on dt.05.01.2023 in the staff common room in order to discuss the following agenda. All the staff members are requested to remain present in the meeting positively.

Agenda

1. Non appearance of students in Mid-Semester Examination.
2. Involvement of students in malpractice in the above exam.
3. Others if any.

*Prasad*  
3-1-23  
Secretary  
Staff Council

*Prine*  
03/01/23  
Principal  
Pattamundai College

Copy to the secretary / Joint Secretary Staff Council / Staff Common Room / Establishment Section / Guard File.

STAFF COUNCIL MEETING - 05.01.2023  
PATTAMUNDAL COLLEGE, PATTAMUNDAL,

DIST: KENDRAPARA

Signature Sheet (Teaching Staff Members)

Dt. \_\_\_/\_\_\_/20\_\_

Sl.	Name	Signature	Sl.	Name	Signature
<b>DEPARTMENT OF ENGLISH</b>			<b>DEPARTMENT OF PHILOSOPHY</b>		
1	Sri A.K Das		1	Sri S.K. Jena	
2	Dr. M.K. Nayak		2	Miss R.N M. Parida	
3	Sri S.K. Nayak		3	Sri A Sahoo	
<b>DEPARTMENT OF ODIA</b>			<b>DEPARTMENT OF COMMERCE</b>		
1	Dr. P. Rout		1	Sri J. Malik	
2	Sri P.K. Swain		2	Sri R.K. Behera	
3	Miss L.P. Patra		3	S Pradhan	
4			4	M. Das	
<b>DEPARTMENT OF POLITICAL SCIENCE</b>			<b>DEPARTMENT OF CHEMISTRY</b>		
1	Miss. N. Pradhan		1	Dr. D. Parida	
2	Miss. S Das		2	Dr..F.C Pradhan	
3	Mrs S Pothal		3	Dr. S.K Pradhan	
4			4	Sri R.K. Gahan	
<b>DEPARTMENT OF HISTORY</b>			<b>DEPARTMENT OF PHYSICS</b>		
1	Dr. P.K. Samal		1	Dr. R.K. Sahoo	
2	Sri R.K. Panda		2	Sri B.C. Roul	
3	Sri R.K Behura		3	Sri A. Sahoo	
<b>DEPARTMENT OF ECONOMICS</b>			<b>DEPARTMENT OF MATHEMATICS</b>		
1	Sri P. Pradhan		1	Sri A. Pandab	
2	Sri S. Mishra		2	Dr. N.K. Sahoo	
3	Smt. R Panigrahi		<b>DEPARTMENT OF ZOOLOGY</b>		
<b>DEPARTMENT OF SOCIOLOGY</b>			1	Sri. D.K Bhuyan	
1	Capt. M. Parida		2	Smt. S. Mishra	
2	Sri R.K. Senapati		<b>DEPARTMENT OF BOTANY</b>		
<b>DEPARTMENT OF EDUCATION</b>			1	Dr. (Miss) A.K. Dash	
1	Smt. N. Nayak		3	Smt. S. Biswal	
2	Smt. N Swain		<b>DEPARTMENT OF VOCATIONAL</b>		
3	Miss N Behera		1	Sri J. Behera	
<b>DEMONSTRATORS</b>			<b>P.E.T</b>		
1	Sri B.N. Dash		1	Sri S.R. Samantaray	
2	Sri G.C. Dash				
3	Sri G. Das				
4	Sri A. Mohanty				
5	Sri S. Biswal				

Principal 05/01/23

## STAFF COUNCIL MEETING

A staff council meeting was held on Dt. 05.01 2023 at 1 pm. under the chairmanship of Dr. Premalata Rout, Principal, Pattamundai College to discuss on non appearance of students in mid-sem Examination and the involvement of students in malpractice.

The previous resolution was read by Captain Manoj Parida, Secretary, Staff Council, Pattamundai College. The following resolutions were made accordingly.

1. Hon'ble Principal suggested for a visit of some staffs to the funeral ceremony of Mr. Surendra Sahoo, one of the founder member of our college and to give a memorandum to his bereaved family.
2. Dr. Ramesh Chandra Sahoo suggested to impose fines to the non appearing students and those who are involved in malpractice. He also suggested that the affected students should reappear the examination next time. He also emphasized to take major steps to avoid the non appearance of students in examination.
3. Dr.D. Parida also suggested to take steps to check malpractice in our college. Fine must be imposed to them and they should not be allowed to appear examination. 1000 rupees may be collected as fine from non-appearing students. Mobile should not be used by invigilators during exam time.
4. Dr. Pramod Kumar Samal suggested to allow the MP students to re-appear examination with fine of 1000 rupees.
5. Mr. Amiya Das also suggested for impose of fine of Rs 1000 to the MP students.
6. Mr. Pradyumna Pradhan emphasized on imposing fine of Rs. 500 to non-appearing and MP students and they should be allowed to appear examination.
7. Dr. M.K. Nayak said that the MP students should be booked and the non appearing students must have valid proofs of non appearance.
8. Mr. Rabindra Kumar Panda suggested to impose fine of Rs 500 each to non appearing and MP students. He also said that we should be student

friendly and red handed detected students should be imposed fine of Rs 1000.

9. Mr. R.K. Senapati said that we must abide the rules and regulations of Utkal University and we should consult with controller of examination for zero mark award and we must know our mistakes regarding examination. Financial Punishment should be imposed to the MP students.
10. Mr. Alok Sahu said that fine is not a solution and we should allow the students for reappearance of exam with sufficient satisfactory reason. College should write letter to university for this problem and to get a proper solution.
11. Dr. Anjali Dash emphasized on smooth conduction of examination and the invigilators must be vigilant so that students will not dare to go for malpractice.
12. Mr Dillip Kumar Bhuyan suggested for fine imposing to MP students Rs. 1000 and for non appearing students Rs.500.
13. Captain M. Parida emphasized on proper invigilation duty by teachers and mobiles should be banned at the time of examination
14. Hon'ble Principal said that we must analyse ourselves regarding examination. She declared that the fine for MP students must be Rs 500 and for non-appearing students it will be Rs 300 for all subjects and Rs 100 per individual paper.
15. The meeting was ended with a Vote of Thanks by Dr. A.K.Dash, Assistant Secretary, Staff Council, Pattamundai College.

Principal  
05.01.23  
Secy.  
Staff Council

Principal  
05/01/23

OFFICE OF THE PRINCIPAL  
PATTAMUNDAI COLLEGE, PATTAMUNDAI

No. 269 dt. 25/02/23 /

NOTICE

This is for the information of all concerned that a meeting of the Staff Council will be held at Staff Common Room on dt. 27.02.2023 at 12.15 pm to discuss about the smooth conduct of upcoming Annual H.S Examination-2023. So the Faculties are requested to attend the meeting without fail.

*P. S. S.*  
Principal 25/02/23

Pattamundai College

**PATTAMUNDAI COLLEGE, PATTAMUNDAI,**

**DIST: KENDRAPARA**, Staff council meeting.

Signature Sheet (Teaching Staff Members)

Dt. 27 / 02 / 2023

Sl.	Name	Signature	Sl.	Name	Signature
<b>DEPARTMENT OF ENGLISH</b>			<b>DEPARTMENT OF PHILOSOPHY</b>		
1	Sri A.K Das	<i>A.K Das</i>	1	Sri S.K. Jena	<i>S.K Jena</i>
2	Dr. M.K. Nayak		2	Miss R.N M. Parida	
3	Sri S.K. Nayak	<i>S.K Nayak</i>	3	Sri A Saha	<i>Alek Kumar Saha</i>
<b>DEPARTMENT OF ODIA</b>			<b>DEPARTMENT OF COMMERCE</b>		
1	Dr. P. Rout		1	Sri J. Malik	<i>J Malik</i>
2	Sri P.K. Swain	<i>P.K Swain</i>	2	Sri R.K. Behera	
3	Miss L.P. Patra	<i>L. Patra</i>	3	S Pradhan	<i>S. Pradhan</i>
4			4	M. Das	<i>M Das</i>
<b>DEPARTMENT OF POLITICAL SCIENCE</b>			<b>DEPARTMENT OF CHEMISTRY</b>		
1	Miss. N. Pradhan	<i>N. Pradhan</i>	1	Dr. D. Parida	<i>D Parida</i>
2	Miss. S Das	<i>S. Das</i>	2	Dr. F.C Pradhan	<i>F.C Pradhan</i>
3	Mrs S Pothal	<i>S Pothal</i>	3	Dr. S.K Pradhan	<i>S.K Pradhan</i>
4			4	Sri R.K. Gahan	<i>R.K Gahan</i>
<b>DEPARTMENT OF HISTORY</b>			<b>DEPARTMENT OF PHYSICS</b>		
1x	Dr. P.K. Samal		1	Dr. R.K. Sahoo	<i>R.K Sahoo</i>
2	Sri R.K. Panda	<i>R.K Panda</i>	2	Sri B.C. Roul	<i>B.C Roul</i>
3	Sri R.K Behura	<i>R.K Behura</i>	3	Sri A. Sahoo	<i>Amit Kumar Sahoo</i>
<b>DEPARTMENT OF ECONOMICS</b>			<b>DEPARTMENT OF MATHEMATICS</b>		
1	Sri P. Pradhan	<i>P. Pradhan</i>	1	Sri A. Pandab	<i>A Pandab</i>
2	Sri S. Mishra	<i>S. Mishra</i>	2	Dr. N.K. Sahoo	<i>N.K Sahoo</i>
3	Smt. R Panigrahi	<i>Rasmila Panigrahi</i>	<b>DEPARTMENT OF ZOOLOGY</b>		
<b>DEPARTMENT OF SOCIOLOGY</b>			1	Sri. D.K Bhuyan	<i>D.K Bhuyan</i>
1	Capt. M. Parida	<i>M Parida</i>	2	Smt. S. Mishra	<i>S.M Mishra</i>
2	Sri R.K. Senapati	<i>R.K Senapati</i>	<b>DEPARTMENT OF BOTANY</b>		
<b>DEPARTMENT OF EDUCATION</b>			1	Dr. (Miss) A.K. Dash	<i>A.K Dash</i>
1	Smt. N. Nayak	<i>Nabedita Nayak</i>	3	Smt. S. Biswal	
2x	Smt. N Swain		<b>DEPARTMENT OF VOCATIONAL</b>		
3	Miss N Behera	<i>Nanita Behera</i>	1	Sri J. Behera	<i>J Behera</i>
<b>DEMONSTRATORS</b>			<b>P.E.T</b>		
1	Sri B.N. Dash	<i>B.N Dash</i>	1	Sri S.R. Samantaray	<i>S.R Samantaray</i>
2	Sri G.C. Dash	<i>G.C Dash</i>	<i>Principal</i>		
3	Sri G. Das	<i>G Das</i>			
4	Sri A. Mohanty	<i>A Mohanty</i>			
5	Sri S. Biswal	<i>S Biswal</i>			

## STAFF COUNCIL MEETING

A staff council meeting was held on Dt. 27.02.2023 at 12.15 pm. under the chairmanship of Dr. Premalata Rout, Principal, Pattamundai College to discuss on the smooth conduct of +2 council Examination.

The previous resolution was read by Captain Manoj Parida, Secretary, Staff Council, Pattamundai College. The following resolutions were made accordingly.

1. +2 Exam Head and Deputy controller Dr. F.C. Pradhan read out the instructions of the council regarding the smooth conduct of exam. He suggested that gate checking must be done 45 minutes before the exam and invigilators must be vigilant inside the examination hall
2. Mr. R.K. Senapati, Zone supervisor explained that all total 713 students are going to appear the examination of which 342 are in arts, 201 are in com and 170 are in science. The observers should maintain privacy while transporting the question papers. The observers should reach the college campus at 7 am and they must reach the tagged centres latest by 8.30 am and they must remain vigilant throughout the exam. In case of malpractice, the answer scripts should be taken in separate bundle. He also said that the absent statement should be sent from the tagged centres within half an hour of the commencement of the examination

3. Dr.R.K.Sahoo emphasized on question distribution pattern and the surplus question should be sealed in presence of supervisor of the tagged centre. The answer scripts to the students should be supplied 15 minutes and question papers 5 minutes before the commencement of exam. Any type of subject related material should be considered as the evidence for malpractice. Wrist watches and purses should not be allowed to the hall and gate checking must be done before half an hour of the exam
4. Dr. D. Parida said that we must obey the guidelines imposed by the council
5. Mr. AlokSahu said that we must remain alert inside the examination hall so that students will not dare for malpractice. He also emphasized on regular water supply at the time of examination, cleaning of rooms and halls and updation of clocks of every hall
6. Mr.Dillip Kumar Bhuyan, administrative bursar suggested that the same provision will be maintained like before and we must be vigilant inside the examination hall
7. Hon'ble Principal gave her suggestions that,
  - Mobile phones should not be allowed during examination
  - Gate checking should be done before 45 minutes of the exam for Arts and Com students and 30 minutes before for Sc. Students

- No exam in hall no. 34 and exam will be held in hall no. 08 and in commerce block
- Sample checking should be done daily in each sitting of the exam
- A lady attendant will be allotted for ladies common room
- Water supply will be regularized
- Urinal for the boys must be arranged near examination hall
- E.L and C.L will not be allowed to the staffs at the time of council examination
- Senior and Junior invigilators must be invigilated in the examination hall
- Roomwise clock distribution should be made
- All the halls must be cleaned before examination
- Two sided checking for the girls must be done i.e one near main entrance and another is near zoology department
- H.O.Ds of different subjects will take the responsibility of 6<sup>th</sup> semester class in their departments from 8.30 to 9.30 am everyday

The meeting was ended with a Vote of Thanks by Dr. A.K.Dash, Assistant Secretary, Staff Council, Pattamundai College.

Jayashree  
27.2.23  
secy.  
staff council

P. B. S.  
27/02/23  
Principal

Office of the Principal  
Pattamundai College, Pattamundai  
No. 427 dt. 05/04/2023  
NOTICE

A Staff Council meeting will be held on 06.04.2023 at 11.00 a.m. in the ~~Staff Common Room~~ <sup>Auditorium Hall</sup>. All the members (both teaching & non-teaching) are requested to be present in the meeting without fail.

*PC*  
*05/04/23*

Principal

Pattamundai College  
Pattamundai College

Copy to the ~~the~~ Secretary/Joint Secretart, Staff Common Room/Establishment  
Section/Guard File.

**PATTAMUNDAI COLLEGE, PATTAMUNDAI,  
DIST. KENDRAPARA**

Signature Sheet (Teaching Staff Members)  
Staff Council Meeting Dt. 06/04/2023

Sl.	Name	Signature	Sl.	Name	Signature
<b>DEPARTMENT OF ENGLISH</b>			<b>DEPARTMENT OF PHILOSOPHY</b>		
1	Sri A.K. Das		1	Sri S.K. Jena	
2	Dr. M.K. Nayak		2	Miss R.N.M. Parida	
3	Sri S.K. Nayak		3	Sri A.K. Sahoo	
<b>DEPARTMENT OF ODIA</b>			<b>DEPARTMENT OF COMMERCE</b>		
1	Dr. P. Rout		1	Sri J. Melik	
2	Sri P.K. Swain		2	Sri R.K. Behera	
3	Miss L.P. Patra		3	Miss. S. Pradhan	
<b>DEPARTMENT OF POLITICAL SCIENCE</b>			4	Sri M. Das	
1	Mr. S Sahoo		<b>DEPARTMENT OF CHEMISTRY</b>		
2	Smt. N. Pradhan		1	Dr. D. Parida	
3	Miss. S Das		2	Dr. F.C Pradhan	
4	Smt. S. Pothal		3	Dr. S.K Pradhan	
<b>DEPARTMENT OF HISTORY</b>			4	Sri R.K. Gahan	
1	Sri R.K. Parida		<b>DEPARTMENT OF PHYSICS</b>		
2	Sri R.K. Behura		1	Dr. R.K. Sahoo	
3			2	Sri B.C. Roul	
<b>DEPARTMENT OF ECONOMICS</b>			3	Sri A. K. Sahoo	
1	Sri P. Pradhan		<b>DEPARTMENT OF MATHEMATICS</b>		
2	Sri S. Mishra		1	Sri A. Pandab	
3	Smt. R. Panigrahi		2	Dr. N.K. Sahoo	
<b>DEPARTMENT OF SOCIOLOGY</b>			<b>DEPARTMENT OF ZOOLOGY</b>		
1	Capt. M. Parida		1	Dr. D.K. Shuyan	
2	Sri R.K. Senapati		2	Smt. S. Mishra	
<b>DEPARTMENT OF EDUCATION</b>			3		
1	Smt. N. Nayak		<b>DEPARTMENT OF BOTANY</b>		
2	Miss N. Behera		1	Dr. (Miss) A.K. Dash	
3			3	Smt. S. Biswal	
<b>DEMONSTRATORS</b>			<b>DEPARTMENT OF VOCATIONAL</b>		
1	Sri B.N. Dash		1	Sri J. Behera	
2	Sri G.C. Dash		<b>P.E.T</b>		
3	Sri G. Das		1	Sri S.R. Samantaray	
4	Sri A. Mohanty				
5	Sri S. Biswal		Principal		

Principal  
06/04/23

**PATTAMUNDAI COLLEGE, PATTAMUNDAI**  
**DIST- KENDRAPARA**

Signature sheet of Non-Teaching Staff

Dt. 06/04/2023 Staff Council Meeting.

Sl. No	Name of the Staff	Post Held	Signature
1	Sri P. K. Parida	Head Clerk (I/C)	Pramod Kumar Parida
2	Sri A. Parida	Accountant	Abdullah Parida
3	Sri S. R. Barik	Jr. Clerk	Boomyanayan Parik
4	Sri S. P. Biswal	D.E.O (+2)	Sudhakar Prasad Biswal
5	Sri J. R. Nayak	D.E.O (+3)	Jyoti R. Nayak
6	Smt. L. Behera	Cashier-Cum-Jr. Clerk	Laxmi Priya Behera
7	Sri B. Bhadra	Non.Gr. Librarian	
8	Smt. G. Das	Jr. Clerk	
9	Sri M. K. Dash	Library Bearer	Mahendra Kumar Dash
10	Smt. S. Rout	Book Binder	
11	Sri C. R. Pani	Peon	Chittaranjan Panigrahi
12	G. Bahadur	Watchman	
13	Sri N. Behera	Peon	N. Behera
14	Sri M. K. Jena	Peon	Manish Kumar Jena
15	A.K. Patra	Peon	A. K. Patra
16	Sri Y. Dash	Peon	Yashwantrao Dash
17	Smt. R. Das	Peon	
18	Sri R. K. Malik	Peon-cum-Gardener	Rama Kanta Malik
19	Sri A. K. Dash	Peon	Abhinav Kumar Dash
20	Sri N. Barik	Peon	Niranjan Kumar Barik
21	Sri R. Gochhayat	Sweeper	Rajendra Gochhayat
22	Sri P. Gochhayat	Sweeper	P. Gochhayat
23	Sri B. Barik	Lab. Attendant	Baburam Barik
24	Sri P. Jena	Lab. Attendant	Panda Jena
25	Sri S. Behera	Lab. Attendant	S. Behera
26	Sri N. K. Lenka	Lab. Attendant	N. K. Lenka
27	Sri C. Jena	Lab. Attendant	Chandraman. Jena
28	Sri S. P. Mohanty	Lab. Attendant	Siba Prasad Mohanty
29	Sri R. K. Nayak	Lab. Attendant	
30	Sri P.K Sethi	Security Guard	
31	Sri A.S Ray	Security Guard	

Principal  
06/04/23

Pattamundai College

# Bindu



**INTERNAL QUALITY ASSURANCE CELL**

**RESOLUTION BOOK**

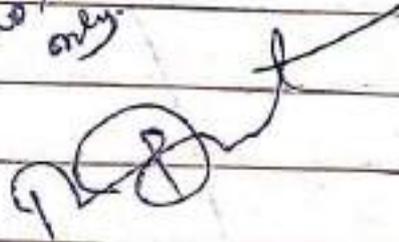
**PATTAMUNDAI COLLEGE, PATTAMUNDAI  
DIST-KENDRAPARA, ODISHA**

**PIN-754215**



16

Certified that the regist (Resolution IOAC)  
contain 216 (two hundred sixteen) pages  
only.

A handwritten signature in black ink, consisting of a stylized initial 'P' followed by a cursive name.



OFFICE OF THE PRINCIPAL

Mobile : 9437376724

# PATTAMUNDAI COLLEGE

**NAAC ACCREDITED B GRADE**

PATTAMUNDAI, KENDRAPARA, ODISHA - 754215

Ref No. : ..... 550 .....

Date..... 31/05/2022 .....

## NOTICE ON IQAC MEETING

A meeting of IQAC is going to be held at 11.00AM on 05<sup>th</sup> June 2022 (Sunday) to discuss the following agenda. You are requested to attend the same.

### Members

1. Prof. Prabhakar Rout, Principal-cum-chairperson.
2. Dr S K Pradhan, IQAC Coordinator.
3. Dr Pramod Kumar Samal, Administrative Bursar.
4. Dr Dushasan Parida, Academic Bursar.
5. Dr Ramesh Kumar Sahoo, Account Bursar.
6. Prof. Parikshita Patra, Member.
7. Prof. Duryodahn Parida, Member.
8. Prof. Bharat Chandra Patra, Member.
9. Prof. Debabrata Pradhan, Member.
10. Prof. ALN Dash, Member.
11. Dr Premalata Rout, Member.
12. Mr Dilip Kumar Sethi, Tahasildar, Member.
13. Mr Pradyumna Kumar Samantray, Member.
14. Mr Hemant Kumar Sahoo, Member.
15. Mr Subhasis Mishra, Member.
16. Dr Manas Kumar Nayak, Member.
17. Mr. Sarojakanta Nayak, Member.
18. Mr Jitendra Malik, Member.
19. Ms. Yajnaseni Ojha, Political Science Honours, Member (SR).
20. Ms Monali Baral, Zoology Honours, Member (SR).

  
Principal

Pattamundai College

Principal  
Pattamundai College

### AGENDA

1. Submission of AQAR of 2020-21
2. Discussion on the sub-committee report.
3. Add-on Course status.
4. Action taken report on feedback.
5. Future course of action for the session 2022-23.
6. Budget for Best Practices, Events and Field Visits.
7. Approval of various audit reports.

# PATTAMUNDAI COLLEGE, PATTAMUNDAI

## IQAC MEETING

Dt: 05-06-2022

Time: 11 AM

### AGENDA

1. Submission of AQAR of 2020-21
2. Discussion on the sub-committee report.
3. Add-on Course status.
4. Action taken report on feedback.
5. Future course of action for the session 2022-23.
6. Budget for Best Practices, Events and Field Visits.
7. Approval of various audit reports.

  
Principal

Pattamundai College



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

**Dt: 05-06-2022**

**Time: 11.00 A. M.**

A meeting of IQAC was held at 11.00AM on **05<sup>th</sup> June 2022** (Sunday) in the IQAC hall. After detail discussions the following resolutions were adopted.

**RESOLUTION**

1. Active works should be initiated with SOA University and KIIT University with regards to MOU signed with them. Necessary action should be initiated for the faculties of Pattamundai College that they can give research scholars as a co-supervisor through SOA University following the guidelines of the said university.
2. Dr F C Pradhan explained the improvement of Add-on-course in the meeting, and it was decided that the said courses should approved by the University at the end of June 2022. Proposed courses should be started by August 2022. The cost factor of each course would be decided by the Add-on-course committee.
3. Students of science stream should be taken to visit the laboratories of SOA and KIIT University through concerned departments.
4. Shri Bharat Chandra Patra, President of Alumni Association, agreed to provide teaching assistance to the college through alumni, and he also agreed to organize programmes related to students thrice in a year. He said that necessary action will be taken by alumni association regarding financial help to the college.
5. Separate budget should be prepared to provide financial help to the teacher those who are participating/attending seminar/workshop/conferences/FDPs.

6. Shri Duryodhan Parida sir suggested that teachers should present a paper in the college (Before Departments) after attending / participating seminar / workshops/ conferences/ FDPs.
7. It was suggested to use Auditorium Hall or other infrastructure to generate revenues.
8. The house suggested installing LMS for student and teachers and e-governance for administration and finance.
9. It was decided to request Medical Officer, Pattamundai Hospital, to provide dispensary facility to the college students at least twice in a week.
10. Hemant Kumar Sahoo, Chairman, Pattamundai Municipality, asked the college to arrange a hall/room, and he will take necessary action to open an ATM in the campus.
11. Dr Dusashan Parida, Academic Bursar, requested Chairman, Pattamundai Municipality, to build a new wide bridge at the back gate of the college.
12. AQAR for session 2020-21 was approved and it was decided to submit by the end of 31<sup>st</sup> July 2022.
13. Gender, Green and Energy Audit reports, for the academic session 2020-21, were approved in the meeting.
14. Student Feedback report was presented in the meeting and it was decided to present an analytical discussion of the report before staff council.
15. Feedback reports for academic year 2021-22 were presented before the house and it was decided to take necessary action after analyzing those reports before staff council.
16. Proposed academic plans/budgets for the session 2022-23 were discussed, analyzed and approved.
17. It was also decided that the IQAC team will prepare the budget for Field visit and observation of different Days/Events.

Dr. *Suresh Kumar Padha*  
 Coordinator, IQAC  
 05-06-2022

*[Signature]*  
 5-6-22  
 Principal  
 Pattamundai College





**IQAC MEETING ON 20/09/2022  
PATTAMUNDAI COLLEGE, PATTAMUNDAI.**

**AGENDA**

1. Acceptance of AQAR of 2020-21 by NAAC
2. NAAC sponsored Online National Seminar
3. Add-on Course status.
4. Action taken report on feedback.
5. Budget for Best Practices, Events and Field Visits.
6. Functions of different committee.

  
19/09/2022  
Coordinator of IQAC

  
19-9-22  
Principal  
Pattamundai College

# PATTAMUNDAI COLLEGE, PATTAMUNDAI

## IQAC MEETING

Time: 3.00 PM

Dt: 20-09-2022

### Members Present

1. Prof. Prabhakar Rout, Principal-cum-chairperson *Prabhakar Rout*
2. Dr S K Pradhan, IQAC Coordinator. *SK Pradhan 20/9/2022*
3. Dr Pramod Kumar Samal, Administrative Bursar.
4. Dr Dushasan Parida, Academic Bursar. *Dushasan Parida*
5. Dr Ramesh Kumar Sahoo, Account Bursar. *Ramesh Kumar Sahoo*
6. Prof. Parikshita Patra, Member. *Parikshita Patra*
7. Prof. Duryodahn Parida, Member. *Duryodahn Parida*
8. Prof. Bharat Chandra Patra, Member. *Bharat Ch. Patra*
9. Prof. Debabrata Pradhan, Member. *Debabrata Pradhan*
10. Prof. ALN Dash, Member.
11. Dr Premalata Rout, Member. *Premalata Rout*
12. Mr Dilip Kumar Sethi, Tahasildar, Member.
13. Mr Pradyumna Kumar Samantray, Member.
14. Dr Fakir Chandra Pradhan, Add-on Course Cordinator *Fakir Chandra Pradhan*
15. Mr Hemant Kumar Sahoo, Member.
16. Mr Subhasis Mishra, Member. *Subhasis Mishra*
17. Dr Manas Kumar Nayak, Member. *Manas Kumar Nayak*
18. Mr. Sarojakanta Nayak, Member. *Sarojakanta Nayak*
19. Mr Jitendra Malik, Member. *Jitendra Malik*
20. Abhijit Sahoo, Accounting Honours, Member (SR). *Abhijit Sahoo 20/9/22*



**Action taken on the resolution of the IQAC meeting held on 05/06/2022  
Pattamundai College, Pattamundai.**

1. Works related to MOU, is yet to be dealt by the officer in-charge of MOU.
2. Works related to Add-on course is in progress, and classes will start soon as per the programme designed by each coordinator. Add-on course coordinator may explain the matter.
3. As the new academic session has not been started, so field visits are yet to be conducted.
4. Alumni contribution in the form of teaching is yet to be received. The president, Alumni Association, may explain it.
5. Financial help to the faculties/students of the college is dealt by Account Bursar. He may clarify it before the meeting.
6. Medical officer assured us to help us in organizing Health Camps in the campus, but it is not possible for him to provide dispensary service in the campus twice in a week.
7. AQAR 2020-21 is submitted and it has been accepted by the NAAC on 8<sup>th</sup> September 2022.
8. Faculties are encouraged to do FDP, Short Term Course, refresher Course, etc., and four numbers of faculties have completed these courses.
9. Budget for observation of various National/International Days is prepared and approved by the principal.
10. Budget for field visit is prepared by IQAC.
11. Achievements of IQAC since last meeting.
  - a. Submitted AQAR for the session 2020-21
  - b. Organised a 10 days Yoga Camp from 19/06/2022 to 28/06/2022
  - c. Organised a 10 days Lecture Series on Health Awareness (Human and Animal) from 20/06/2022 to 30/06/2022.
  - d. Organised a career counseling programme on 30<sup>th</sup> August 2022
  - e. Organising Lecturer Series every week through Internal Faculties of the college. It started on 5<sup>th</sup> September 2022 with a lecture by Mr Ranjit Kumar Senapati, Reader in Sociology.
  - f. Organised a Health Camp through YRC and NSS on 14<sup>th</sup> September 2022
  - g. 1<sup>st</sup> quarter departmental meeting has been organised by all department of the college.
  - h. Various National and International Days has been organised by nodal agencies.
  - i. Student Seminar has been started.
  - j. Gender, Green and Energy Audit for the session 2020-21 is completed and approved by the concerned authority.

  
19/09/2022  
Coordinator of IQAC

  
19-9-22  
Principal  
Pattamundai College



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE, PATTAMUNDAI**

**Dt: 20-09-2022**

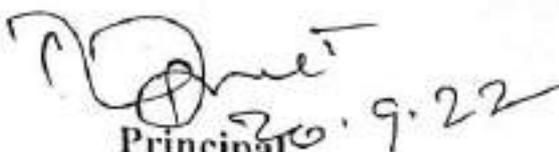
**Time: 3.00 P. M.**

A meeting of IQAC was held at 3.00PM on 20<sup>th</sup> September 2022 (Tuesday) in the IQAC hall. After detail discussions the following resolutions were adopted.

**RESOLUTION**

1. It was decided that MOU committee of the college should conduct their meeting immediately and further actions should initiated as soon as possible.
2. It was decided new MOUs will be signed with Kendrapara Autonomous College, VN Autonomous College and Salipur Autonomous College.
3. It was decided that the permission for Add-on course should be obtained as early as possible. Add-on course fee which will be collected from the students should be approved by President, GB.
4. It was decided that each coordinator of different Add-on courses should conduct awareness programmes and they should arrange a meeting with all Class Representatives for the success of these courses.
5. It was decided ₹500/- (Rupees five hundred only) will be collected from each honours students (New Admission Batch) for the conduct of Field/Exposure visit, Departmental Seminar, etc.. Proposed plan can be decided only after the principal consulting with All HODs in the Meeting.
6. College Calendar for the session 2022-23 should be printed immediately.
7. The principal is requested to fix the individual responsibility wherever the execution of plans disrupts.
8. Budget of the field/exposure visit of students for the academic session 2022-23 is submitted.

  
Coordinator, IQAC  
IQAC Co-ordinator  
Pattamundai College

  
Principal  
Pattamundai College  
Pattamundai College



INTERNAL QUALITY ASSURANCE CELL

PATTAMUNDAI COLLEGE, PATTAMUNDAI

Schemes for Field/Industrial Visit and Case Study in the Academic Year 2022-23

Sl/no	Departments	Field visit	Remarks	Budget
01	Political Science	a. Panchyat Office b. Block c. Municipality d. Pallisabha e. Court	Any two or more if possible	₹2000/-
02	History	a. Ratna/Lalita/Udaya Giri & languid Hill b. Gandhi Padayatra Root c. Baladevjew temple d. Barah Jew temple/Rajakanika palace/Basu Bisuni Sahid Place e. Visist to Sakhi Batta/Bada Kotha/Tourism Institute Balipada f. Mustaque Museum	Any two or more if possible	₹4500/-
03	Economic and Commerce	a. Bank b. LIC Office c. Chattered accountant firm d. Post Office e. Financial Institution/ Fishing Centre at Talachua f. Treasury Office	Any two or more if possible	₹2000/-
04	Education	a. BEO, office b. Hariharananda Balashram c. DEO , office d. DIET, Balia e. Nearest School (they can teach their taking due permission from authority)	Any two or more if possible	₹2000/-
05	Odia	a. Odia library b. Birth place of Acestor of Fakir Mohan Senapati (Chandol)/Gopal Das (Palisinga) c. Natya Mancha/Satbhaya d. Bhagabat Tungi	Any two or more if possible	₹3000/-
06	Philosophy	a. Library f. Hariharananda Balashram/ISKCON	Any two or more if possible	₹3000/-



**OFFICE OF THE PRINCIPAL  
PATTAMUNDAI COLLEGE, PATTAMUNDAI**

No. 1244 dt. 09/12/2022

**NOTICE ON IQAC MEETING**

A meeting of IQAC is going to be held at 11.00 A M on 15<sup>th</sup> December 2022 to discuss the following agenda. You are requested to attend the same.

**Members**

1. Prof. ~~Premalata~~ Rout, Principal-cum-chairperson.
2. Dr S K Pradhan, IQAC Coordinator.
3. Dr Pramod Kumar Samal, Administrative Bursar.
4. Dr Dushasan Parida, Academic Bursar.
5. Dr Ramesh Kumar Sahoo, Account Bursar.
6. Prof. Parikshita Patra, Member.
7. Prof. Duryodahn Parida, Member.
8. Prof. Bharat Chandra Patra, Member.
9. Prof. Debabrata Pradhan, Member.
10. Prof. ALN Dash, Member.
11. Dr Premalata Rout, Member.
12. Mr Dilip Kumar Sethi, Tahasildar, Member.
13. Mr Pradyumna Kumar Samantray, Member.
14. Mr Hemant Kumar Sahoo, Member.
15. Mr Subhasis Mishra, Member.
16. Dr Manas Kumar Nayak, Member.
17. Mr. Sarojakanta Nayak, Member.
18. Mr Jitendra Malik, Member.
19. Ms. Yajnaseni Ojha, Political Science Honours, Member (SR).
20. Ms Monali Baral, Zoology Honours, Member (SR).

**AGENDA**

1. Progress of AQAR of 2021-22
2. Add-on Course status.
3. Action taken report on IQAC meeting held on 20.09.2022
4. Status of Best Practices, Events and Field Visits.

*P. Rout*  
09/12/22

Principal  
Pattamundai College

Principal  
Pattamundai College



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

Dt: 15-12-2022

Time: 11.00 A. M.

Sl. No	Members Present	Signature
1	Dr. Premalata Rout, Principal-cum-chairperson.	
2	Dr S K Pradhan, IQAC Coordinator.	
3	Dr Pramod Kumar Samal, Administrative Bursar.	
4	Dr Dushasan Parida, Academic Bursar.	
5	Dr Ramesh Kumar Sahoo, Account Bursar.	Ramesh Kumar Sahoo
6	Prof. Parikshita Patra, Member.	
7	Prof. Duryodahn Parida, Member.	
8	Prof. Bharat Chandra Patra, Member.	
9	Prof. Debabrata Pradhan, Member.	
10	Prof. ALN Dash, Member.	
11	Dr Premalata Rout, Member.	
12	Mr Dilip Kumar Sethi, Tahasildar, Member.	
13	Mr Pradyumna Kumar Samantray, Member.	
14	Mr Hemant Kumar Sahoo, Member.	Hemanta Ku Sahoo
15	Mr Subhasis Mishra, Member.	
16	Dr Manas Kumar Nayak, Member.	
17	Mr. Sarojakanta Nayak, Member.	
18	Mr Jitendra Malik, Member.	
19	Ms. Yajnaseni Ojha, Political Science Honours, Member (SR).	
20	Ms Monali Baral, Zoology Honours, Member (SR).	Monali Baral



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

**Dt: 15-12-2022**

**Time: 11.00 A. M.**

A meeting of IQAC was held at 11.00AM on 15<sup>th</sup> December 2022 in the IQAC hall. After detail discussions the following resolutions were adopted.

**RESOLUTION**

1. Development on submission of AQAR - 2021-22 was discussed and unanimously resolved that the work should be completed as soon as possible.
2. It was resolved that the conduct of Add-on course in different subject is satisfactory. The add on course coordinator is advised to distribute the certificates after completion of all formalities.
3. Action taken report was placed before the house of IQAC meeting held on 20.09.2022.
4. It was decided that the lecture series conducted by IQAC will be continued as a best practices.
5. The field visit programme initiated by different department as per the IQAC given schedule. Rest departments are advised to complete their field visit programme, seminars with in last week of March 2023.
6. Departments are advised to undertake projects based on primary study.
7. The department are to conduct their annual Parent-Teacher Meet and Alumni Meet before March 2023.

*[Handwritten Signature]*  
15/12/2022

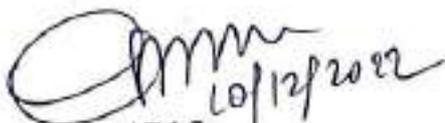
*[Handwritten Signature]*  
15/12/22  
Principal  
Pattamundai Coll



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

**ACTION TAKEN REPORT ON THE IQAC MEETING HELD ON 20-09-2022**

1. Two programmes were initiated with SOA University under the MOU signed with that University.
2. As per the resolution, awareness programme were conducted among the students in the month of October regarding different Add-on courses.
3. As per the resolution, add-on course for 4 subjects started in the month of November 2022.
4. Field visit of different departments was already conducted and rest of the department will be completed soon.
5. College calendar for the session 2022-23 was printed and distributed among staff and students.

  
IQAC  
Coordinator

  
Principal  
Pattamundai College  
Principal  
Pattamundai College



# PATTAMUNDAI COLLEGE, PATTAMUNDAI

## Proposal for IQAC Meeting

Principal Ma'am,

A meeting of IQAC is proposed to be held at 03.00 PM on **25/03/2023** (Saturday) to discuss the following agenda. Necessary approval may kindly be accorded at your end.

*Savitri Kumar Pradhan*  
Dr S K Pradhan,  
IQAC Coordinator 20/03/23

*At Bme* →  
*Dr S K Pradhan*  
20/03/23

### AGENDA

1. Progress of AQAR 2021-22.
2. Add-on Course Status.
3. Action taken report on feedback.
4. Celebration of days and events.
5. Best Practices, Events and Field Visits.
6. Functioning of Career Counselling Committee, WDASHC, E C.

**PATTAMUNDAI COLLEGE****NAAC ACCREDITED B GRADE**

PATTAMUNDAI, KENDRAPARA, ODISHA - 754215



No. : ..... 362 .....

Date..... 22/03/2023 .....

**NOTICE ON IQAC MEETING**

A meeting of IQAC is going to be held at 03.00 P M on 25<sup>th</sup> March 2023 (Saturday) to discuss the following agenda. You are requested to attend the same.

**Members**

1. Dr. Premalata Rout, Principal-cum-chairperson.
2. Dr S K Pradhan, IQAC Coordinator.
3. Mr Dilip Kumar Bhuyan, Administrative Bursar.
4. Dr Dushasan Parida, Academic Bursar.
5. Dr Ramesh Kumar Sahoo, Account Bursar.
6. Mr. Parikshita Patra, Member.
7. Mr. Duryodahn Parida, Member.
8. Mr. Bharat Chandra Patra, Member.
9. Mr. Debabrata Pradhan, Member.
10. Mr. ALN Dash, Member.
11. Mr Dilip Kumar Sethi, Tahasildar, Member.
12. Mr Pradyumna Kumar Samantray, Member.
13. Mr Hemant Kumar Sahoo, Member.
14. Mr Subhasis Mishra, Member.
15. Dr Manas Kumar Nayak, Member.
16. Mr. Sarojakanta Nayak, Member.
17. Mr Jitendra Malik, Member.
18. Abhijit Sahoo, Accounting Honours, Member (SR).
19. Sandhyarani Ghadai, English Honours, Member (SR).
20. Rjalaxmi Sahoo, Physics Honours, Memebr, (SR)

*J. S. Meher*  
Principal  
Pattamundai College  
Principal  
Pattamundai College  
22/03/23

**AGENDA**

1. Progress of AQAR 2021-22.
2. Add-on Course Status.
3. Action taken report on feedback.
4. Celebration of days and events.
5. Best Practices, Events and Field Visits.
6. Functioning of Career Counselling Committee, WDASHC, E C.



PATTAMUNDAI COLLEGE  
PATTAMUNDAI  
IQAC MEETING

Time: 03.00 PM

Dt: 25-03-2023

Members Present

1. Dr. Premalata Rout, Principal-cum-chairperson. *P. Rout*
2. Dr. S K Pradhan, IQAC Coordinator. *S. K. Pradhan*
3. Mr. Dilip Kumar Bhuyan, Administrative Bursar. *D. K. Bhuyan*
4. Dr. Dushasan Parida, Academic Bursar. *D. Parida*
5. Dr. Ramesh Kumar Sahoo, Account Bursar. *R. Sahoo*
6. Dr. Fakir Chandra Pradhan, Coordinator of Add-on Course. *F. C. Pradhan*
7. Mr. Parikshita Patra, Member.
8. Mr. Duryodahn Parida, Member. *D. Parida 25/3/23*
9. Mr. Bharat Chandra Patra, Member.
10. Mr. Debabrata Pradhan, Member.
11. Mr. ALN Dash, Member. *A. L. N. Dash 25/3/22*
12. Mr. Dilip Kumar Sethi, Tahasildar, Member.
13. Mr. Pradyumna Kumar Samantray, Member.
14. Mr. Hemant Kumar Sahoo, Member.
15. Mr. Subhasis Mishra, Member. *S. Mishra*
16. Dr. Manas Kumar Nayak, Member. *M. K. Nayak 25-03-2023*
17. Mr. Sarojakanta Nayak, Member.
18. Mr. Jitendra Malik, Member. *J. Malik 25/03/2023*
19. Abhijit Sahoo, Accounting Honours, Member (SR). *Abhijit Sahoo*
20. Sandhyarani Ghadai, English Honours, Member (SR).
21. Rjalaxmi Sahoo, Physics Honours, Member (SR) *Rajalaxmi Sahoo*

*P. Rout*  
Principal 25/03/23  
Pattamundai College



## IQAC MEETING

PATTAMUNDAI COLLEGE, PATTAMUNDAI

Dt: 25-03-2023

Time: 3.00 P. M.

A meeting of IQAC was held at 3.00PM on 25<sup>th</sup> March 2023 (Saturday) in the IQAC hall. After detail discussions the following resolutions were adopted.

### RESOLUTION

1. It was decided new MOUs will be signed with Kendrapara Autonomous College, VN Autonomous College, Sri Sri University and Salipur Autonomous College.
2. Tally Prime to be introduced as a part of Add-on course conducted by Department of Commerce.
3. College Calendar should be prepared and distributed among the student at the beginning of Academic session.
4. Account Bursar is requested to prepare the budget for second phase departmental seminar after consulting with Seminar and Research Committee. All seminars should be completed by the end of April 2023.
5. Each year Academic and Administrative audit should be conducted by the Academic and Administrative Bursar.
6. A proper Grievance Redress Mechanism should be fixed by IQAC.
7. Registered Alumni association will be requested to submit their yearly activity and audit reports by the end of June 2023.
8. A Placement Cell should be constituted in the next Academic Session.
9. Health Camp, Faculty Exchange and Laboratory Visit programmes should be organized with MOU signed Universities.
10. Training camp should be organized in collaboration with Grama Utthan NGO.
11. Five to ten computers should be purchased every year for students.
12. ERP-9 should be contacted for e-governance software.
13. Question bank should be updated for next academic session.

  
Coordinator, IQAC



**PATTAMUNDAI COLLEGE, PATTAMUNDAI**  
**IQAC MEETING**

**Dt: 25-03-2023**

**Time: 03 PM**

**AGENDA**

1. Progress of AQAR 2021-22.
2. Add-on Course Status.
3. Action taken report on feedback.
4. Celebration of days and events.
5. Best Practices, Events and Field Visits.
6. Functioning of Career Counseling Committee, WDASHC, EC.

*P. Kone,*  
24/03/23

**Principal**  
**Pattamundai College**

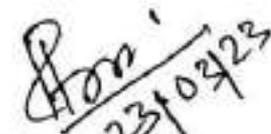


**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

**ACTION TAKEN REPORT ON THE IQAC MEETING HELD ON 15-12-2022**

1. The uploading of data in AQAR 2021-22 is analyzed and found to be 50% data are uploaded.
2. The Course coordinators of different Add-on course are advised to submit list of successful candidate to add on course coordinator for distribution of certificate.
3. The lecture series conducted by IQAC is completed due to start of examination period.
4. All the field visit programme allotted to different departments are successfully conducted.
5. All the department submitted their projects undertaken by final year degree students.
6. All the faculties submitted their mentor mentee register on basis of which a feedback report was prepared.
7. All the departments successfully completed their annual parent teacher meet and alumni meet also collected feedbacks from the participants.
8. Annual athletic meet 2022-23 was successfully conducted in the month of December.
9. Annual cultural meet and other interclass competition was successfully conducted by the end of January.

  
IQAC  
Coordinator

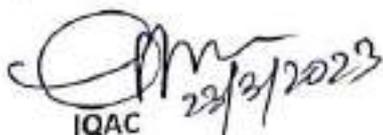
  
Principal  
Pattamundai College  
Principal  
Pattamundai College

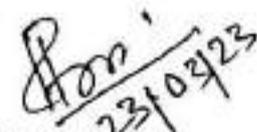


**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

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IQAC  
Coordinator

  
Principal  
Pattamundai College  
Principal  
Pattamundai College

Sl No	Date	Event	Organising Agency	Action taken	Remark
1	2 <sup>nd</sup> Oct 22	Gandhi Jayanti	Cultural Association	Statue cleaning and Garlanding	Successfully conducted
2	9 <sup>th</sup> Oct 22	Gopabandhu Jayanti	Dept of Education	Statue cleaning, Garlanding & Poster competition on Gopabandhu	Successfully conducted
3	15 <sup>th</sup> Oct 22	International Day of Rural Women	WDASHC	Slogan competition	Successfully conducted
4	17 <sup>th</sup> Oct 22	International Day for Eradication of Poverty	NSS/YRC	Food distribution in an orphanage	Failed
5	19 <sup>th</sup> Nov 22	National Integration Day	Dept Pol Sc/ NSS	Speech competition	Successfully conducted
6	25 <sup>th</sup> Nov 22	International Day for the Elimination of Violence Against Women	WDASHC	Seminar by internal faculties.	Successfully conducted
7	26 <sup>th</sup> Nov 22	Constitution Day	Dept Pol Sc/ Commerce	Debate competition	Successfully conducted
8	1 <sup>st</sup> Dec 22	World AIDS Day	NCC/NSS/YRC	Tie red ribbon among people	Successfully conducted
9	10 <sup>th</sup> Dec 22	Human Rights Day/International Animal Rights Day	Dept Pol Sc/Zool	Slogan competition (Human rights) Poster competition (Animal rights)	Successfully conducted
10	22 <sup>nd</sup> Dec 22	National Mathematics Day	Dept of Mathematics	Seminar	Successfully conducted
11	6 <sup>th</sup> Jan 23	World Orphan Day	NCC/NSS/YRC	Food distribution in an orphanage	Failed
12	23 <sup>rd</sup> Jan 23	Subhash Chandra Bose Jayanti	Cultural Association	Seminar by internal faculties	Successfully conducted
13	25 <sup>th</sup> Jan 23	National Voters Day	Dept of History	Aware new voters	Successfully conducted
14	26 <sup>th</sup> Jan 23	Republic Day	NCC/NSS/YRC		Successfully conducted
15	4 <sup>th</sup> Feb 23	World Cancer Day	Dept of Zoology	Helath awareness lecture	Successfully conducted
16	08 <sup>th</sup> Feb 23	Safer Internet Day	Mathematics	Seminar for faculties on Cyber security	Successfully conducted
17	28 <sup>th</sup> Feb 23	National Science Day	Science Society	Science Quiz	Successfully conducted
18	1 <sup>st</sup> March 23	World Sustainable Energy Day	Dept of Physies	Placard awareness on sustainable energy	Failed
19	3 <sup>rd</sup> March 23	World Wildlife Day	Dept of Zoology/EC	Seminar (Internal resource person)	Successfully conducted
20	8 <sup>th</sup> March 23	International Women's Day	WDASHC	Seminar with internal resource person (Only girls)	Successfully conducted
21	23 <sup>th</sup> March 23	World Day for Water	NSS	Water distribution	Successfully conducted

## 2. Value added/Add-on Course.

Sl no	Name of the Course	Name of the Co-ordinator	Name of the Department	Inauguration date	Remark
1	Human Rights and its Challenges	Dr Nibedita Pradhan	Political science	17 <sup>th</sup> March 2023	
2	Odishan Temple Architecture	Mr. R K. Behura	History	17 <sup>th</sup> March 2023	
3	Mushroom Cultivation	Suchismita Biswal	Botany	17 <sup>th</sup> March 2023	
4	Alcohol based Hand Sanitizer and its Synthetic Value	Mr R K Gahan	Chemistry	17 <sup>th</sup> March 2023	

## 3. Field Visit

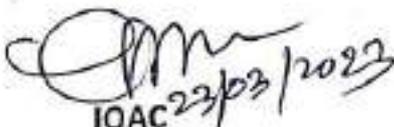
Sl No	Departments	Place of visit	Date of visit
01	Physics	Govt ITI, Baktarpur	24-02-2023
02	Physics	Grid Sub-station, Pattamundai.	16-02-2023
03	Chemistry	Water Purification Plant, Alva, Pattamundai	16-02-2023
04	Chemistry	ICAR-NRRI Cuttack	24-02-2023
05	Botany	KVK, Kendrapara	
06	Botany	ICAR-NRRI, Cuttack	24-02-2023
07	Zoology	ICAR-NRRI, Cuttack	24-02-2023
08	Mathematics	Institute of Mathematics and Application, BBSR	23-02-2023
09	Mathematics	Indian bank, Pattamundai	17-03-2023
10	Commerce	Jay Bharat Spices, Cuttack.	28-02-2023
11	Political science	Hatina Grama Panchayat, Rajnagar	19-02-2023
12	Sociology	Righagarh Senior Citizen's Home, Righagarh.	25-03-2023
13	Sociology	Hari Harananda Balashrama, Arua	18-03-2023
14	Education	Kapilas Zoo Authority,	15-01-2023

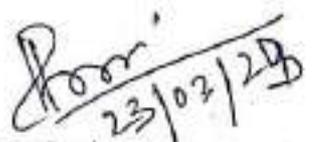


**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

**ACTION TAKEN REPORT ON THE IQAC MEETING HELD ON 15-12-2022**

1. The uploading of data in AQAR 2021-22 is analyzed and found to be 50% data are uploaded.
2. The Course coordinators of different Add-on course are advised to submit list of successful candidate to add on course coordinator for distribution of certificate.
3. The lecture series conducted by IQAC is completed due to start of examination period.
4. All the field visit programme allotted to different departments are successfully conducted.
5. All the department submitted their projects undertaken by final year degree students.
6. All the faculties submitted their mentor mentee register on basis of which a feedback report was prepared.
7. All the departments successfully completed their annual parent teacher meet and alumni meet also collected feedbacks from the participants.
8. Annual athletic meet 2022-23 was successfully conducted in the month of December.
9. Annual cultural meet and other interclass competition was successfully conducted by the end of January.

  
IQAC 23/03/2023  
Coordinator

  
Principal  
Pattamundai College  
Principal  
Pattamundai College

1. Days and events celebrated, organized or observed.

Sl No	Date	Event	Organising Agency	Action taken	Remark
1	2 <sup>nd</sup> Oct 22	Gandhi Jayanti	Cultural Association	Statue cleaning and Garlanding	Successfully conducted
2	9 <sup>th</sup> Oct 22	Gopabandhu Jayanti	Dept of Education	Statue cleaning, Garlanding & Poster competition on Gopabandhu	Successfully conducted
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18	1 <sup>st</sup> March 23	World Sustainable Energy Day	Dept of Physics	Placard awareness on sustainable energy	Failed
19	3 <sup>rd</sup> March 23	World Wildlife Day	Dept of Zoology/EC	Seminar (Internal resource person)	Successfully conducted
20	8 <sup>th</sup> March 23	International Women's Day	WDASHC	Seminar with internal resource person (Only girls)	Successfully conducted
21	23 <sup>th</sup> March 23	World Day for Water	NSS	Water distribution	Successfully conducted

## 2. Value added/Add-on Course.

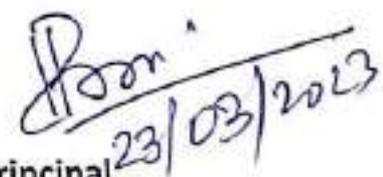
Sl no	Name of the Course	Name of the Co-ordinator	Name of the Department	Inauguration date	Remark
1	Human Rights and its Challenges	Dr Nibedita Pradhan	Political science	17 <sup>th</sup> March 2023	
2	Odishan Temple Architecture	Mr. R K. Behura	History	17 <sup>th</sup> March 2023	
3	Mushroom Cultivation	Suchismita Biswal	Botany	17 <sup>th</sup> March 2023	
4	Alcohol based Hand Sanitizer and its Synthetic Value	Mr R K Gahan	Chemistry	17 <sup>th</sup> March 2023	

## 3. Field Visit

Sl No	Departments	Place of visit	Date of visit
01	Physics	Govt ITI, Baktarpur	24-02-2023
02	Physics	Grid Sub-station, Pattamundai.	16-02-2023
03	Chemistry	Water Purification Plant,Alva,Pattamundai	16-02-2023
04	Chemistry	ICAR-NRRI Cuttack	24-02-2023
05	Botany	KVK,Kendrapara	
06	Botany	ICAR-NRRI, Cuttack	24-02-2023
07	Zoology	ICAR-NRRI, Cuttack	24-02-2023
08	Mathematics	Institute of Mathematics and Application, BBSR	23-02-2023
09	Mathematics	Indian bank, Pattamundai	17-03-2023
10	Commerce	Jay Bharat Spices, Cuttack.	28-02-2023
11	Political science	Hatina Grama Panchayat, Rajnagar	19-02-2023
12	Sociology	Righagarh Senior Citizen's Home, Righagarh.	25-03-2023
13	Sociology	Hari Harananda Balashrama, Arua	18-03-2023
14	Education	Kapilas Zoo Authority,	15-01-2023

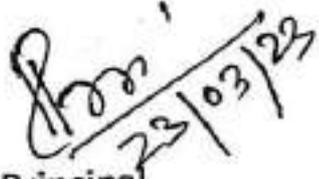
		Dhenkanal.	
15	Education	Saraswati Bidya Mandir, Pattamundai	13-02-2023
16	Odia	Hari Harananda Ashrama, Balighai, Puri	16-01-2023
17	Odia	Patitapaban Temple, Pattamundai.	24-02-2023
18	History	Budhist Heritage Site, Ratnagiri, Lalitagiri & Udayagiri.	22-02-2023
29	Economics	Panchalingeswar Temple, Balasore.	08-01-2023
20	Philosophy	Hari Harananda Balashrama, Arua	20-02-2023

  
 IQAC 23/03/2023  
 Coordinator

  
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**OFFICE OF THE PRINCIPAL  
PATTAMUNDAI COLLEGE, PATTAMUNDAI**

No. 603 dt. 16/05/2023

**NOTICE ON IQAC MEETING**

A meeting of IQAC is going to be held at 09.00 A M on 20<sup>th</sup> May 2023 to discuss the following agenda. You are requested to attend the same.

**Members**

1. Prof. Dillip Kumar Bhuyan, Principal-cum-chairperson.
2. Dr S K Pradhan, IQAC Coordinator.
3. Dr Pramod Kumar Samal, Administrative Bursar.
4. Dr Dushasan Parida, Academic Bursar.
5. Dr Ramesh Kumar Sahoo, Account Bursar.
6. Prof. Parikshita Patra, Member.
7. Prof. Duryodahn Parida, Member.
8. Prof. Bharat Chandra Patra, Member.
9. Prof. Debabrata Pradhan, Member.
10. Prof. ALN Dash, Member.
11. Dr Premalata Rout, Member.
12. Mr Dilip Kumar Sethi, Tahasildar, Member.
13. Mr Pradyumna Kumar Samantray, Member.
14. Mr Hemant Kumar Sahoo, Member.
15. Mr Subhasis Mishra, Member.
16. Dr Manas Kumar Nayak, Member.
17. Mr. Sarojakanta Nayak, Member.
18. Mr Jitendra Malik, Member.
19. Ms. Yajnaseni Ojha, Political Science Honours, Member (SR).
20. Ms Monali Baral, Zoology Honours, Member (SR).

Principal  
16/5/23

Pattamundai College

Principal  
Pattamundai College

**AGENDA**

- Submission of AQAR of 2021-22
- Submission of Progress Register & Mentor-Mentee Register
- Plan for next academic session
- Action taken report on feedback.
- Analysis of activities undertaken during the session 2022-23



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

**Dt: 20-05-2023**

**Time: 09.00 A. M.**

Sl. No	Members Present	Signature
1	Prof. Dillip Kumar Bhuyan, Principal-cum-chairperson.	Dillip Kumar Bhuyan
2	Dr S K Pradhan, IQAC Coordinator.	S K Pradhan
3	Dr Pramod Kumar Samal, Administrative Bursar.	
4	Dr Dushasan Parida, Academic Bursar.	Dushasan Parida
5	Dr Ramesh Kumar Sahoo, Account Bursar.	Ramesh Kumar Sahoo
6	Prof. Parikshita Patra, Member.	
7	Prof. Duryodahn Parida, Member.	Duryodahn Parida
8	Prof. Bharat Chandra Patra, Member.	
9	Prof. Debabrata Pradhan, Member.	Debabrata Pradhan
10	Prof. ALN Dash, Member.	
11	Dr Premalata Rout, Member.	Premalata Rout
12	Mr Dilip Kumar Sethi, Tahasildar, Member.	
13	Mr Pradyumna Kumar Samantray, Member.	
14	Mr Hemant Kumar Sahoo, Member.	
15	Mr Subhasis Mishra, Member.	
16	Dr Manas Kumar Nayak, Member.	S. Mishra
17	Mr. Sarojakanta Nayak, Member.	Manas Kumar Nayak
18	Mr Jitendra Malik, Member.	Sarajakanta Nayak
19	Ms. Yajnaseni Ojha, Political Science Honours, Member (SR).	Jitendra Malik
20	Ms Monali Baral, Zoology Honours, Member (SR).	Yajnaseni Ojha
		Monali Baral



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

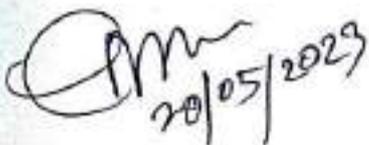
Date: 20-05-2023

Time: 09.00 A. M.

A meeting of IQAC was held at 09.00AM on 20<sup>th</sup> May 2023 in the IQAC hall. After detail discussions the following resolutions were adopted.

**RESOLUTION**

1. Action taken report was placed before the house of IQAC meeting held on 15.12.2022.
2. Development on submission of AQAR - 2021-22 was discussed.
3. It was resolved that the progress register and mentor-mentee register will be collected. The progress register will be analysed by Academic Bursar.
4. The Mentor-Mentee register feedback will be analysed and action will be taken as per the suggestion of the mentor.
5. Feedback collected from students, alumni, Parents, Teachers will be analysed and action taken report will be placed.
6. The activities undertaken by different department and cells found to be almost completed in 95% cases.
7. The activity plan (2023-24) related to days celebration, Field visit, Seminars, Alumni Meet, Parent-Teacher Meet, Student Seminar, Mentor-Mentee class, IQAC related seminar etc are unanimously approved

  
20/05/2023

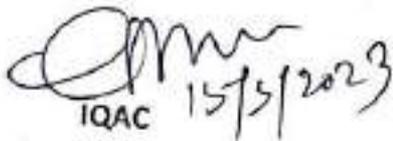
  
Principal  
Pattamundai College



**IQAC MEETING**  
**PATTAMUNDAI COLLEGE**  
**PATTAMUNDAI**

**ACTION TAKEN REPORT ON IQAC MEETING HELD ON 25.03.2023**

- 1) The budget for different activities for the session 2023-24 are approved and submitted to President G.B for final approval.
- 2) Student seminar successfully conducted by all departments.
- 3) 5 no. of career counseling programme was organized.
- 4) As student union election is cancelled for the session 2022-23, a student representative group was constituted for smooth functioning of different activities.
- 5) The environmental committee and WDASHC successfully conducted three no. of lecture series each.
- 6) Department seminar conducted by various departments was completed.
- 7) YRC, NCC, NSS successfully completed their activities and which is reflected in their annual report.

  
IQAC  
Coordinator

  
Principal  
Pattamundai College  
Principal  
Pattamundai College