

04/03/2021

<u>PLAN</u>	<u>ACTION TAKEN</u>
1. Female centric programmes to be conducted in which more number of girl students should participate.	Female centric programmes conducted such as Women's Day on 08/03/2021.
2. Blood donation camps to be organised by NSS /NCC wings of the college to cater the local needs .	Blood donation camps were organized on 17/03/2021 and 18/08/2021
3. College website need to be reformed and activated. All reports on different activities will be uploaded as early as possible	College website renovated & updated
4. Report of different events will be collected from the in-charge of different co-curricular and extracurricular wings of the college.	Reports collected & subsequently uploaded on website
5. Some COVID awareness programme will be organised for the students.	COVID awareness programme in slum area on 13/04/2021
6. Dr S.N Panda, Coordinator OHEPEE requested to take care of World Bank assigned project and take necessary steps to accelerate the building's work so that ,it will be completed and handed over by coming academic session.	Necessary steps taken towards completion of building
7. Competitive Coaching Classes to be conducted for final year students	Competitive coaching classes started on 04/02/2021.

18/06/2020

<u>PLAN</u>	<u>ACTION TAKEN</u>
1. As the college building is used as an RRC (residential reception centre) for the migrants of this locality and as TMC (Testing and Monitoring centre), utmost care needs to be taken for proper and frequent sanitization of the administrative block, so that the staff members are provided with a safe working environment.	Sanitization done.
2. A workshop should be organised on online teaching and Learning Management System.	Workshop on online teaching and Learning Management System organized from 22 nd June 2020- 25 th June 2020
3. A virtual workshop on Gender Sensitisation is to be conducted.	A virtual workshop on Gender Sensitisation successfully conducted from 15/09/2020- 18/09/2020.
4. Webinars focusing on the mental wellbeing during the pandemic have to be organised.	A webinar on the mental health & hygiene amidst the COVID-19 pandemic conducted on 29/06/2020
5. COVID-19 awareness programmes have to be conducted in collaboration with the NSS units of the college.	COVID-19 awareness programmes conducted
6. Each Department will be advised to conduct webinars by contacting subject experts from different institutes of national/International repute.	Almost all departments conducted webinars.
7. Steps to be taken for Library Automation.	Library automation process initiated.
8. The next IQAC meeting will be held in the first week of October to decide the next plan of action examining the pandemic situation.	IQAC meeting held on 09/10/2020.

09/10/2020

<u>PLAN</u>	<u>ACTION TAKEN</u>
1. The AQARs shall be prepared and necessary steps shall be taken for timely submission of all the AQARs to NAAC.	Preparation of AQARs initiated.
2. Website has to be updated and made functional.	The refurbished website was updated.
3. Collection of data for filling up the AQAR shall be distributed among the members and HODs shall be contacted for their departmental data.	Collection of data started
4. Committee members have to go through the previous recommendations made by NAAC and take timely action.	The previous recommendations were taken seriously & acted upon.
5. An Exhibition/Annual Fest has to be planned after the reopening of the college.	A College Fest was planned but could not be organized owing to the COVID-19 restrictions.
6. Significant observance and awareness days should be celebrated online/offline following the COVID-19 guidelines of the state government.	Significant days were observed following COVID-19 protocols.

05/01/2021

<u>PLAN</u>	<u>ACTION TAKEN</u>
1. Proper sanitization of the College campus as per COVID-19 guidelines since the college building was used as a RRC (Residential Reception Centre) for the migrants of this locality and also used as a TMC (Testing and Monitoring centre).	College campus entirely sanitized.
2. Teachers will be requested to take an orientation class in the beginning to inform the students about access to the e-learning resources (books/PPTs/videos etc) for the 2 nd unit of each paper that is earmarked for self-study	Students oriented for using e-learning resources
3. Library Automation process has to be accelerated.	Library Automation process accelerated.
4. A personality development workshop has to be organised.	A personality development workshop was successfully organized from 25/01/2021-12/02/21
5. The Career Counselling cell will be reformed and that cell will organise Coaching for competitive examinations for a group of 30 to 40 students which will include students from each department especially final year students.	The Career Counselling cell reformed & Coaching for competitive examinations for a group of 42 students conducted.
6. Youth day to be celebrated in virtual mode in collaboration with the NSS units	National Youth day celebrated on 12/01/2021