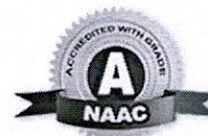




OFFICE OF THE DIRECTOR IQAC
GANGADHAR MEHER UNIVERSITY
Amruta Vihar, Sambalpur – 768004 (Odisha)



Minutes of the Meeting

Proceedings of the Meeting held on 23.07.2026 at 12 Noon of IQAC School Coordinators at VC Conference Hall.

A meeting was held in the VC Conference Hall on 23rd July 2026 of IQAC School Coordinators regarding Quality Assurance, Institutional Development and future initiatives. The meeting was chaired by the Honourable Vice Chancellor in presence of the following members:

1. Prof. Monalisa Mohapatra, Director, IQAC
2. Dr. Minaketan Bag, Coordinator, Anthropology
3. Dr. Raghunath Satpathy, Coordinator, Biotechnology
4. Dr. Pradosh Ku. Acharya, Coordinator, Botany
5. Dr. Suprava Nayak, Coordinator, Chemistry
6. Dr. Priyabrata Panda, Coordinator, Commerce
7. Dr. Ajaya Ku. Tripathy, Coordinator, Computer Science
8. Dr. D. P. Priyadarshi Joshi, Coordinator, Economics
9. Dr. Neena Dash, Coordinator, Education & Integrated B. Ed.
10. Dr. P. Muralidhar Sharma, Coordinator, English
11. Dr. Sujit Ku. Jally, Coordinator, Geography
12. Dr. Sala Besra, Coordinator, Hindi
13. Dr. Santosh Ku. Mallik, Coordinator, History
14. Ms. Cinia Tigga, Coordinator, Library & Information Science
15. Dr. Ashrita Patra, Coordinator, Mathematics
16. Dr. Subhankari Pati, Coordinator, Philosophy
17. Dr. Ananta Pr. Chakraverty, Coordinator, Physics
18. Dr. Keshab Ch. Ratha, Coordinator, Political Science
19. Dr. Rupashree Brahma Kumari, Coordinator, Psychology
20. Dr. Suneli Dei, Coordinator, Sanskrit
21. Shilpi Smita Panda, Guest Faculty, Sociology

22. Sri Satyaban Behera, Coordinator, B. Sc. IST
23. Dr. Srinibash Dash, Coordinator, Management
24. Dr. Dilip Narayan Sahu, Coordinator, MCA
25. Dr. Atula Ku. Pradhan, Special Invitee
26. Dr. Chandan Sahu, Special Invitee
27. Smt. Sweta Dhar, Technical Assistant, IQAC

Director, IQAC addressed the IQAC school coordinators with a short briefing on the data collection of Annual Quality Assurance Report (AQAR) submission by the University for the academic sessions 2024-2025 and 2025-2026. The following points were discussed and minuted in the meeting:

1. IQAC to provide the school level data format for AQAR.
2. The data submitted by Schools to be rechecked and made error free. The data accountability will rest on the concern HoD and IQAC School Coordinator. They are to verify all the data before submission.
3. Data submission after an academic session is mandatory. The data should be submitted to the office of the Director, IQAC in the prescribed format and also to be uploaded in the University website.
4. Necessary steps to be taken in the preparation of a yearly plan of events and submitted well in advance to the office of the Director, IQAC.
5. Labelling of equipment and instruments and maintenance schedule (non-recurring items) to be strictly followed.
6. Stock register to be updated in every School.
7. For students' data like placement, higher studies etc. significant steps need to be taken for better and timely collection and dissemination.

In his address, Honourable Vice Chancellor, GMU highlighted the following:

1. Collection of an error free data.
2. Necessary steps at the School levels are to be taken for the improvement in the Schools visibility.
3. Necessary administrative support to be sought for elimination of bottle necks during implementation of steps for the betterment of School
4. Students to be properly guided for placement, career advancement and related matters.
5. Preparation of School level academic calendar duly specifying the future goals and plans.

6. School/ Department level MoUs to be signed and made functional.
7. Publication of quality articles in reputed journals and books.
8. Extramural projects to be applied by every faculty.
9. All seminars and other academic events to be completed by January last week or February 1st week and the utilization to be submitted by 2nd week of March during every financial year.
10. Publication of books to be prioritized by the Schools.
11. Village adoption along with extension and NSS activities to be given importance.

M.M.S. 23/7/24
DIRECTOR, IQAC

Director, IQAC
Gangadhar Meher University

Copy to: PA to VC/ PGC/ PA to Registrar/ Dy Registrar (I/c)/ Person Concerned/ All HoDs & Coordinators of Schools/ IQAC School Coordinators/ Heads of all Cells & Centers/ Chief Warden/ Hostel Wardens/ CoF/ CoE/ All Heads of Sections/ System Manager Cell for information and necessary action.

M.M.S. 23/7/24
DIRECTOR, IQAC

Director, IQAC
Gangadhar Meher University
Sambalpur