

HOD Meeting (Urgent)
Venue- Office Chamber of the Principal **Dt- 04.01.2021**

An urgent meeting of the HODs was held in the office chamber of the principal at 1 PM on 04.01.2021 with Prof. Lokanath Sahoo, Principal on the chair.

The following resolutions were unanimously adopted for commencement of physical classes of +2 (08.01.2021) +3 (11.01.2021) as per Govt. guidelines.

1. Prof. Anirudha Senapati read out the Govt. instructions regarding Govt. guidelines and members suggested to adopt the following guidelines
2. Parental consent ~~from~~ to be mandatory from each student and a form should be prepared for it.
3. The thermal screening & use of sanitizer at the gate should be provided & thorough checking should be ensured.
4. Attendance should be taken but should not be mandatory.
5. Regular sanitization of class rooms should be made to prevent any health risk of Covid-19 & clean toilet as well as drinking water facility to ~~the~~ be ensured.
6. NAC authorities should be intimated for cleaning of the campus & class room. Regular cleaning of class rooms shall be made under supervision of Head clerk.
7. Seating arrangement of students should be made as per Govt. guidelines.
8. Both theory and practical classes shall be held as per time table in offline mode.
9. The Govt. guideline should be notified through website and in the college notice board.
10. The SOP issued by Dept. of School & mass Education should be followed.
11. SDMO & BDO to be requested for health checkup ^{of} staff & students
12. Hostel (Ladies Hostel) may be opened only if ^{more} than 50% students write application with parental consent.
13. New revised syllabus for +2 students (Arts/ Science /Commerce) Print out copy should be available in the library for reference of students & teachers It should also be updated in the college website.
14. HC will take the responsibility for cleaning of campus, availability of drinking water & cleaning of toilets. Prof. A. Senapati & Chittaranjan Jena shall supervise the work.
15. Wearing of mask by both teachers & students shall be mandatory.
16. Spitting inside the campus to be prohibited.
17. Timetable for both +2 & +3 should be ~~for~~ from 10AM to 4PM.

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04.01.2021

Degree Classes

1. HONs teaching depts. shall accommodate Hons students following the SOP issued by HE Dept.
2. 5th semester class shall be held in both online & offline mode
3. 3rd semester class will continue in online mode as usual
4. Practical classes shall be made in offline mode as per time table.

Besides classes the following problems were raised by different depts.

1. HOD Commence, Education, Philosophy, Odia , Mathematics , Zoology requested for appointment of contractual staff for smooth engagement of classes.
2. Water supply to science block & Com. Block to be ensured during the classes.
3. All the HODs requested for purchase of books for students (1st, 2nd, 3rd & 4th Semester) before commencement of Physical classes.

The meeting ended with a vote of thanks to the chair by Prof. Anirudha Senpati.

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04.01.2021
Academic Bursar

[Signature]
Principal
G.Sc.College, Athgarh
04.01.2021

Copy to Academic Bursar/ Administrative Bursar/ All HODs / Head clerk / Accounts section for information.