

St. Vincent Pallotti College, Raipur

2022-23

IQAC MEETING - 1

Date : 08/07/2022

Venue : AV Room

Time : 11:30 A.M.

Agenda:

1. Discussion on admission status and admission criteria.
2. Preparation of Academic calendar.
3. Planning and formation of various college committees.
4. Discussion on NAAC sponsorship for National Seminar.
5. Analysis on strengthening of research activities.

MINUTES OF THE MEETING

- IQAC Coordinator welcomed all the members to the first meeting of the session and briefed about the agenda.
- Minutes of the previous IQAC meeting were read and confirmed.
- Plans were made for the college's admission efforts, including the assignment of responsibility for student counselling to the teaching staff. Students should get assistance and guidance throughout the application and payment processes. Additionally, they must be informed about the institution's programs and courses.
- It was agreed that the various departments would construct the academic calendar while taking into consideration the teaching-learning process, assessments, and the overall development of the students. Planning for the full academic term must adhere to the guidelines established by the affiliating university.
- The Principal, in coordination with Vice-Principal and IQAC Coordinator, will prepare various committees for the smooth functioning of the institution.

- IQAC coordinator informed about the acceptance of Seminar proposal by NAAC and sponsorship received for conducting the Nation Seminar.
- A discussion took place on the planning of the NAAC sponsored National Seminar, Resource Persons to be invited and the other matters.
- Suggestions were discussed and noted for strengthening of research activities amongst the faculty members.
- Strategic deployment document, strategic plan of the session, teaching learning process has also been discussed.
- Heads of the various departments have been asked for the subject allotments to the teachers and planning of the session.
- The members of the committee discussed about the IQAC policy and planning of the session 2022-23. It was decided that National Seminar, FDP, Certificate courses will be conducted.

IQAC coordinator extended thanks to all the members and concluded the meeting.

Members Present:

Chairperson – Dr. Kuldeep Dubey (Principal)

Members -

1. Fr. Amit Tirkey (Director)
2. Dr. G. Padma Gouri (Vice Principal)
3. Mr. Vaibhav Shrivastava (HOD, Department of Commerce)
4. Mrs. Gayatri Iyengar (HOD, Department of Education)
5. Dr. Prachi Singh (HOD, Department of Management)
6. Mrs. Yashaswee Lonkar (Asst. Professor, Department of Education)
7. Dr. Sunita Pawar (Librarian)
8. Mr. Tiharulal Dadsena (Administrative staff)

IQAC Coordinator – Mrs. Pooja Rathi, HOD, Department of Computer Science