

St. Vincent Pallotti College, Raipur

2020-21

IQAC MEETING - 1

Date : 19/07/2020

Venue : AV Room

Time : 11:30 A.M.

Agenda:

1. Discussion on the strategies for the purposed of admission work.
2. Preparation of Academic calendar, keeping the pandemic times mind.
3. Discussion on SSR, further decision to be taken by IQAC.
4. To discuss about online teaching strategies and its preparations.
5. Discussion on Webinars.

MINUTES OF THE MEETING

- IQAC Coordinator welcomed all the members to the meeting and briefed about the agenda.
- Minutes of the previous IQAC meeting were read and confirmed.
- The strategies were planned for the admission work of the college which includes the duty allotment to the teaching staff for counseling the students. The students are helped and guided for the admission process, information about the courses and the other queries are explained to them.
- It was decided for the academic calendar to be prepared by the various departments by keeping in mind the pandemic times. The entire academic session needs to be planned following the protocol laid by the government.
- The issue of the pending SSR was discussed and thought over the dates to be decided for and when the SSR can be submitted.
- The work distribution of various criteria was decided for further process.

- The HODs of all the departments were informed about the same.
- Prior to online teaching, strategies were planned as well as various preparations for computer systems in classrooms as required were made.
- Webinars were conducted on National and International level by every department. National level Webinar- each by the Department of Commerce and Department of Education and International Webinar by the Department of Computer Science.
- It was decided that Webinars and Professional Development programs will be organized for all the staff members. All staff members, teaching and non-teaching will be encouraged to participate in such events.

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

Members Present:

Chairperson – Dr. Kuldeep Dubey (Principal)

Members -

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

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