

# **St. Vincent Pallotti College, Raipur**

**2022-23**

## **IQAC MEETING - 3**

Date : 29/10/2022

Venue : AV Room

Time : 2:00 P.M.

### **Agenda:**

1. Final planning of NAAC sponsored National Seminar.
2. Discussion on Topics of the speakers.
3. Discussion on logistic arrangements of the Resource Persons.
4. Discussion on list of participants and Research papers received.
5. Syllabus Completion Report.
6. College Excursion.

### **MINUTES OF THE MEETING**

- IQAC Coordinator greeted all of the attendees to the meeting and provided an overview of the agenda.
- The last IQAC meeting's minutes were read and approved.
- IQAC Coordinator informed that preparations for National Seminar are continued and committees are working systematically.
- The topics of the Resource Persons had been mentioned by the Organizing Secretary.
- A tentative schedule of the 2 days of National Seminar had been prepared. Rooms and other arrangements for Technical Sessions have been decided.
- Logistic provision (transportation and hotel accommodation) of the Resource Persons was discussed and finalized.
- List of participants and abstracts received had been analyzed.

- All the Heads of various departments have submitted the course completion report to the Principal Sir.
- Director of the college informed about the College Excursion scheduled in the last week of November. HoDs are informed to collect names of the students willing to go for the excursion.
- HoDs are informed to schedule Parent-Teacher Meeting of their respective departments.

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