



OFFICE OF THE PRINCIPAL  
**S.V.M. COLLEGE (AUTONOMOUS)**  
**JAGATSINGHPUR 754 103 (ODISHA)**

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**Minutes of 2<sup>nd</sup> IQAC meeting held on 06.07.2023**

The second meeting of the IQAC for the session 2023-24 was held on **06.07.2023** at 2:30PM in the principal chamber. The following members were present in the meeting.

Sl.no	Member	Name	Position
1	Chairperson	Sri. Bijaya Kumar Patra	Principal
2	IQAC Coordinator	Sri. Satyajit Sahoo	Reader. In Physics
3	IQAC Asst. Coordinator	Sri. Rasmi Ranjan Sethy	Lect. in English
4	Member from Management	Dr. Kamala Prasad Mohapatra	Governing Body President
5	Nominee (Alumni)	Dr. Kashinath Das	Retd. Reader. In Chemistry SVM(Auto) College
5	Member	Sri. Prasanta Kumar Behera	Lect. In Pol.Science
6	Member	Dr. Antaryami Nayak	Reader. In Physics
7	Member	Smt. Madhuchanda Mohanty	Reader. In Botany
8	Member	Dr. Nrusingha Charan Samantaray	Reader. In Philosophy
9	Member	Dr. Manoj Kumar Mishra	Lect. In Pol.Science
10	Member	Sri. Kiran Kumar Sutar	Lect. In Chemistry
11	Member	Miss. Dipti Mohanty	Lect. In Commerce
14	Member	Sri. Biswabikash Swain	DEO +3

### **Agenda for the meeting-**

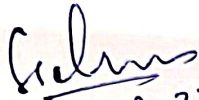
- 1) Review of minutes of 1<sup>st</sup> IQAC Meeting.
- 2) Preparation of student's database for odd semester.
- 3) Conduct of student satisfactory survey, parent-teacher meetings.
- 4) To organize skill development initiatives, career counselling programs, mentor-mentee system, Placement drive.
- 5) Conduct NSS and NCC activities, camps and awareness programs.

At the outset, Sri. Satyajit Sahoo, Coordinator, IQAC welcomed all the above members to the meeting and requested the principal to chair the meeting. The matters included in the agenda were thoroughly discussed and resolved.


- **AGENDA 1-** The minutes of 1<sup>st</sup> meeting was confirmed and approved.
- **AGENDA 2-** DEO +3 was advised to prepare and upload the details of the student's database for the odd semester which includes number of students admitted, gender distribution of students, analysis of department wise category distribution and other details in the college website.
- **AGENDA 3-** HOD of each department to be informed to conduct their respective student satisfactory survey for the odd semester 2023 according to the proforma available with the IQAC cell. Also, it was decided to conduct the annual parent-teachers meeting by the end of November.
- **AGENDA 4-** Various activities such as Personal interview practice session, sessions opportunities abroad for higher studies, sessions for higher studies like GATE, CAT, IIT-JAM, UGC-NET, Civil services, State Govt. services etc. are proposed to be conducted for students. Arranging Job fair or placement drive was also suggested in the meeting. The members were advised by the chairperson to take responsibilities for the successful implementation of mentor -mentee system in all the departments.

- **AGENDA 5-** The chairperson had decided to conduct NSS activities in near future namely tree plantation, celebration of International Yoga Day, Blood Donation Camps, Swachh Bharat Abhiyan, Cyber Safety week, camps and other programs in collaboration with industries, community and NGOs through NSS/NCC/Red Cross/ Youth Red Cross (YRC).


The meeting ended with vote of thanks by Sri Rasmi Ranjan Sethy assistant coordinator, IQAC.

  
06.07.23

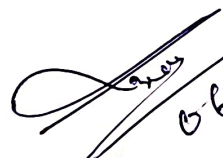
IQAC Coordinator


  
06.07.23

Principal PRINCIPAL  
S.V.M. AUTONOMOUS COLLEGE  
Jagatsinghpur JAGATSINGHPUR

  
06.07.23

M. Mohi  
6.7.23

  
M. Mohan  
6/7/2023

  
06/07/23