

**OFFICE OF THE PRINCIPAL, S.K.C.G (AUTO) COLLEGE, PARALAKHEMUNDI, GAJAPATI**  
Minutes & Action Taken Report of the Meeting held on Date: 5th Nov, 2018(11.00am)

The Coordinator after giving a formal welcome address to all the esteemed members present urged the Principal & Director, IQAC, Dr S.K. Mallik to preside over the rest of the meeting who briefed the meeting about the agenda and objectives of the session. The recorded minutes of the previous meeting were readout for benefit of the members. The following points were touched and resolved to be documented;

- 1) The IDP(OHEPEE) grant received was to spent and monitored as per given guidelines and the approved list of item-wise expenses about which the Coordinator, IDP explained queries of some members.
- 2) Prof R.K. Pati, member urged the cell to include more resource persons from the 'NGOs and other Civil Society sectors in acitivities sponsored by IQAC under TALL like interactive platforms for the benefit of students in particular.
- 3) The names suggested by prof Bailochan Behera, Asst prof of Geography, invited member and confirmed by Prof IB Sahoo, member IQAC namely Sri Bikash Kumar Mallick, IES, Govt. of India, New Delhi; Sri Deepak Kumar Das, IES, Govt. of India, New Delhi and Prof Dr. Prafulla Kumar Swain, Utkal University, Bhubaneswar were further confirmed for documentation.
- 4) It was decided to leave up to the HODs of English and Odia departments and if necessary to a special Staff Council to finalise dates for the National Seminar preferably during second week of January, 2019.
- 5) The proposal to hold a Science Exhibition involving School and College students of Paralakhemundi and nearby locales was confirmed. The OIC, Science Society of the College was entrusted with further programmes of the said exhibition.
- 6) The rest of the agendas were postponed to next meeting due to lack of time.

A formal vote of thanks was extended by the Coordinator at the end of the meeting.

Coordinator, IQAC  
5.9.18

Swain  
05.09.2018  
Director, IQAC