



# ST. XAVIER'S COLLEGE MAHUADANR

Estd: 2011. Affiliated to Nilamber-Pitamber University, Medininagar NPU/R/953/11

P.O- Mahuadanr, Dist. Latehar, Jharkhand 822119

Accredited with 'B' Grade by NAAC

AISHE-C-42763

ISO-9001:2015

Phone: 08986638271/08987890754 Email: [sxcmadanr@gmail.com](mailto:sxcmadanr@gmail.com) website: [www.sxcm.co.in](http://www.sxcm.co.in)

## ACTION TAKEN REPORT OF THE MEETING

HELD ON 13<sup>th</sup> JULY 2019

- The IQAC committee was reconstituted to ensure the seamless operation of its functions.
- Adequate resources and infrastructure were provided to align with the requirements of the CBCS system and NAAC standards.
- Subjects were classified into hard and soft categories based on the results from the last three years.
- A one-week induction program was implemented for students following the academic calendar.
- A comprehensive orientation program for faculty members took place from August 24th to 29th, 2019.
- Staff members were granted NOCs to pursue their Ph.D. studies.
- Academic regulations were consolidated into a handbook for administrative convenience, preparing faculty members and administrative staff for the efficient functioning of the system.
- Value-added courses were introduced based on the guidance of AQAR 2018-19.
- Recommendations were put forth to launch innovative and interdisciplinary certificate courses.
- A communicative English program was initiated to enhance students' fluency, contributing to improved placement opportunities.
- New committees were formed for documentation, extension activities, infrastructure development, and research projects.
- Request letters were dispatched to the colleges required for the NAAC accreditation process.

IQAC Coordinator

Sr. Kaslin Juliet SAL

Principal

Dr. Fr. M.K. Joseph SJ

**COORDINATOR**  
Internal Quality Assurance Cell  
St. Xavier's College, Mahuadanr  
Latehar, Jharkhand - 822119

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## ACTION TAKEN REPORT OF THE MEETING

HELD ON 23<sup>rd</sup> SEPTEMBER 2019

- A policy was developed to enrich the utilization of ICT tools in teaching methodologies.
- Initiatives were undertaken to secure permanent affiliation from NPU, with file submissions and subsequent processes initiated.
- Steps were initiated for the submission of files to NPU to secure the status of 2(f) and 12(B) of the UGC Act 1956.
- The Career Counseling Cell organized training programs, including interview preparation and aptitude tests, for final-year students.
- All departments submitted proposals for potential extension/community programs to the IQAC.
- Plans are underway to conduct an orientation program for all faculty members regarding the new accreditation framework of NAAC.
- Data collection for the Academic Audit 2019-20 commenced.
- An action plan for the year 2020-21 was devised with the participation of various committees and departments in preparation for the upcoming NAAC accreditation.
- Department heads identified weaker students and provided timely guidance and assistance.
- Basic computer training was delivered to students by Mr. Ravindra Minj, Mr. Binod Xalxo, & Mrs. Dipika Kujur.
- Feedback forms were updated with bilingual formats.
- Students were assigned live projects through internships.

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## ACTION TAKEN REPORT OF THE MEETING

HELD ON 13<sup>th</sup> DECEMBER 2019

- The website underwent a makeover, incorporating new web links in alignment with IQAC guidelines.
- Ongoing processes include environmental audits, green audits, gender audits, and energy audits.
- Tree planting initiatives and the observance of environmental days were executed to foster awareness and promote sustainable activities.
- Active Parent-Teacher meetings are consistently taking place to elevate the quality of education.
- Various extension units were motivated to organize awareness programs and outreach activities.
- Analysis of feedback forms was conducted, leading to the preparation of reports aimed at deriving solutions based on the collected data.

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## ACTION TAKEN REPORT OF THE MEETING

HELD ON 25<sup>th</sup> MARCH 2020

- Initiatives to boost student enrollment were launched through advertisements for St. Xavier's UG programs.
- The development of an online feedback system was successfully implemented.
- Utilizing ICT tools such as Google Classroom and Zoom video applications, pending and new syllabi were completed.
- To address urgent needs during COVID-19, essential materials were distributed to residents of Mahuadanr.
- Teaching notes in soft copy format were gathered and subsequently printed.

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