



ST. XAVIER'S COLLEGE MAHUADANR

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

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

Accredited with 'B' Grade by NAAC

AISHE-C-42763 ISO-9001:2015

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Date: 22nd July 2021

NOTICE

IQAC MEETING

Date: 26th July 2021

Time: 11.00 a.m.

Venue: IQAC office

AGENDA:

1. Decennial Jubilee Year celebration
2. UGC Recognition
3. Preparation for Academic calendar 2021-22
4. IQAC proposal to the Principal for installation of Solar Panels in the college
5. Inauguration of Integrated coaching in the college
6. Boundary wall
7. Workshop on IPR
8. Orientation for New Staff
9. Research

Coordinator
Sr. Kaslin Juliet SAL

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

Chairperson
Dr. Fr. M.K. Joseph SJ

Principal
St.Xavier's College
Mahuadanr



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MINUTES OF THE IQAC MEETING

Held on 26-07-2021

Time: 11.00 am

Venue: IQAC Office

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Members Present

Dr. Fr. M.K. Jose SJ- Chairperson

Mr. Md Zafer Aqubal - Head of Physics Department

Mr. Shashi Sheker- Faculty, Department of Botany

Ms. Maxentius Kujur - Head of Economics Department

Sr. Chandrodaya - Faculty, Department of English

Ms. Surabhi Sinha - Faculty, Department of Commerce

Mr. Soaib Akhter - Alumni representative

Ms. Aquina Toppo - Alumni representative

Mr. Ankit Toppo - Student representative

Ms. Pragati Kujur - Student representative

Mr. Md. Tanweer Ahmad - Community representative

Mr. Nandlal Mehta - Industry representative

Sr. Kaslin Juliet - IQAC Coordinator & Head of Botany Department

The meeting began with prayer.

The minutes of the last meeting held on 23rd April 2021 were read and passed after a brief discussion.

Agenda points taken for discussion

1. Decennial Jubilee Year:

To mark the Decennial Jubilee Year celebration, it was decided to conduct various programs and competitions organized by the Alumni, Departments, and Committees. The Chief Guest for the event will be the Deputy Commissioner (DC), and other government officials will be invited, along with members of the Governing Body.

2. UGC Recognition:

The Principal informed that the files required for 2f and 12b were submitted to the University and forwarded to the UGC. Clarifications for the file were completed, and certification is expected within a short time. He also expressed gratitude to the committee for their efforts in the documentation process.

3. Preparation for Academic Calendar 2021-22:

The Principal mentioned that the academic calendar is finalized with the help of HoDs and Coordinators of various committees in a meeting held on 01/04/2021. He thanked the IQAC members for their initiative.

4. IQAC Proposal to the Principal for Installation of Solar Panels in the College:

Due to persistent power supply issues affecting administrative work, the IQAC proposed the installation of solar panels with a capacity of 42 KW to support various college activities.

5. Inauguration of Integrated Coaching in the College:

The Principal announced the introduction of integrated coaching services in the college to assist students in enhancing performance and achieving lasting changes. This program aims to motivate and encourage students to become competent in Civil Service examinations.

6. Boundary Wall:

The IQAC proposed the construction of a boundary wall around the campus to enhance security and protection for students, staff, and the college's green environment.

7. Workshop on IPR:

To raise awareness of Intellectual Property Rights (IPR) among students and staff, department-wise IPR seminars will be conducted. These seminars aim to inform students and teachers about various aspects of IPR.

8. Orientation for New Staff:

It is mandatory to organize an orientation program for newly appointed professors, providing background information about the college, workplace, policies, and expectations. The orientation helps address any questions or concerns they may have.

9. Research:

To initiate research work among undergraduate students, the Research Cell will fascinate students with small research projects. This approach aims to encourage students to pursue

research-intensive academic programs and careers in the future. The Research Cell coordinator will instruct staff and students to conduct minor research projects.

The meeting concluded at 12.00 noon with the Chairperson thanking the members for their valuable time, suggestions, and commendations.



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ACTION TAKEN REPORT OF THE MEETING

HELD ON 26th JULY 2021

- To mark the Decennial Jubilee celebration, various committees and departments initiated hosting competitions.
- The finalized document for the 2f certificate from UGC was successfully submitted.
- A meeting was convened on 01/04/2021 with HoDs and coordinators of various committees to conclude activities for the upcoming academic year.
- A proposed 42 kW solar panel was accepted by the management to fulfill the request.
- Integrated coaching services for students were planned, and the necessary documents for its implementation were processed.
- The construction of a boundary wall around the campus was initiated.
- Students and teachers were educated on various aspects of Intellectual Property Rights (IPR).
- In-charges were assigned different topics to present during the orientation program regarding the new workplace, providing background information about the college.
- Various research topics were assigned to different departments to initiate research work.

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