



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

Phone: 08986638271/08987890754 Email: sxcmdanr@gmail.com website: www.sxcm.co.in

Date: 12th October 2022

NOTICE

IQAC MEETING

Date: 17th October 2022

Time: 10.30 a.m.

Venue: IQAC office

AGENDA:

1. New Education Policy
2. ICT facilities and infrastructure for online teaching
3. Presentation of SSR requirements
4. National Digital Library of India
5. Youth Festival cum College Day
6. Examination
7. *Unnat Bharat Abhiyan*
8. Strengthening Innovation and IPR activities
9. Capacity building programme for the Staff.
10. Process to add college journal in UGC care list and obtain ISSN
11. IQAC meeting with different Stakeholders:
12. Award ceremony for academic toppers & regular attendance:
13. INFLIBNET

Coordinator
Sr. Kaslin Juliet SAL

Chairperson
Dr. Fr. M.K. Joseph SJ

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

Principal
St.Xavier's College
Mahuadanr



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MINUTES OF THE IQAC MEETING

Held on 17-10-2022

Time: 10.30 am

Venue: IQAC Office

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Members Present for the meeting:

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

Sr. Jolly K. Thomas - Faculty, Department of Physics

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

Ms. Nancy Baxla - Student representative

Mr. Bulai Hansda - Student representative *Bulai Hasda*
Mr. Soaib Akhter - Alumni representative *Soaib Akhter*
Ms. Asmitha Tigga - Alumni representative *Asmitha Tigga*
Md. Tanweer Ahmad - Community representative *Tanweer Ahmed.*
Mr. Nandlal Mehta -Representing Industry *Nandlal Mehta.*
Sr. Kaslin Juliat- Coordinator, Head of Botany Department *Kaslin*

The meeting began with prayer.

The minutes of the last meeting held on 7th July 2022 were read and passed after a brief discussion.

Agenda points for discussion:

1. New Education Policy:

It was decided to implement the newly revised syllabus in line with the paradigm of Outcome-Based Education for first-year undergraduate students starting in the new academic year.

A seminar on the "New Education Policy" will be organized by IQAC, and a colloquium on the draft National Education Policy was also planned to provide knowledge to staff and students.

2. ICT Facilities and Infrastructure for Online Teaching:

It was decided that ICT facilities and infrastructure for online teaching would be provided, for which new computers need to be installed, and an additional 10 MBPS internet lease line connection needs to be acquired.

The meeting evaluated the challenges associated with organizing events online. As a result, the IQAC determined that they would provide all technical support and expertise required by all departments, cells, and committees to facilitate event organization.

3. Presentation of SSR Requirements:

As per the upcoming 2nd cycle of NAAC accreditation, it was decided that the IQAC Coordinator and Principal would provide input to faculty members to become familiar with the SSR requirements.

It was decided to divide the faculty members into three groups to start the process of preparing the SSR.

4. National Digital Library of India:

It was decided to provide all students with digital educational resources to empower, inspire, and encourage learning, and to subscribe to an online learning platform; students and faculty are given the opportunity to enroll in courses and obtain certificates.

5. Youth Festival cum College Day:

It was decided to hold the College Day and Youth Festival for a week-long celebration to showcase the students' talents and equip them for competitions at the university, district, state, and national levels.

6. Examination:

It was decided to recommend the Examination Department to organize a workshop on invigilation, especially for the new faculty.

7. Unnat Bharat Abhiyan:

It was decided to apply to Unnat Bharat Abhiyan for the institution for its initiatives for Swachhta and rural engagement. The charge would be given to the Department of Hindi to upload the required data to the Unnat Bharat Abhiyan portal. It was resolved to implement mandatory social extension activity for students to address the local advantages and disadvantages.

8. Strengthening Innovation and IPR Activities:

It was decided to organize workshops and conferences on Intellectual Property Rights (IPR) in collaboration with the Research/Innovation Cell. The workshops need to address plagiarism and quality research publication for the benefit of research scholars and other researchers in the college.

9. Capacity Building Programme for the Staff:

It was decided to implement capacity-building programs for all teaching and non-teaching staff to develop and augment the skills, instincts, abilities, processes, and resources essential for the college's success in an ever-changing world.

10. Process to Add College Journal in UGC Care List and Obtain ISSN:

The Research and Innovation Cell have determined to increase the publication of college research papers in a college research journal, entitled after consultation and decision. To obtain an International Standard Serial Number (ISSN) for this journal, the college will reach out to the relevant ISSN National Centre.

11. IQAC Meeting with Different Stakeholders:

It was decided to hold an IQAC meeting with various stakeholders to gather perspectives on the progress and growth of the institution for its development.

12. Award Ceremony for Academic Toppers & Regular Attendance:

Taking into account the importance of awards and honors in a student's life, it was decided to reward those who demonstrate excellence academically, as well as those with regular attendance, to emphasize the value of punctuality. Even small recognitions can act as great motivators for students and make their efforts more visible, thus inspiring other students to work even harder.

13. INFLIBNET:

It was decided to register for INFLIBNET to establish and promote communication facilities to create better capacity for the transfer and receipt of information so that support for scholarship, teaching, research, and education can be provided with the cooperation and participation of concerned agencies.

The meeting concluded at 12.00 noon. with the Chairperson thanking the members for the valuable time, suggestion and commends.



IQAC Coordinator

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Chairperson

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ACTION TAKEN REPORT OF THE MEETING

HELD ON 17th OCTOBER 2022

- IQAC organized a seminar on the "New Education Policy," offering a colloquium on the draft National Education Policy to enhance the knowledge of staff and students.
- Technical assistance and expertise were extended by the IQAC to all departments, cells, and committees for event organization. Additionally, ICT facilities and infrastructure were provided for online teaching.
- IQAC conducted a one-day workshop on the Revised NAAC Manual, addressing all metrics included in the manual through group discussions.
- Digital educational resources were distributed to enable and motivate learning. An online learning platform was subscribed to, allowing students and faculty to enroll in courses and obtain certificates.
- Planning for a week-long College Day and Youth Festival is underway, with assigned in-charges responsible for executing various responsibilities.
- A two-day training program on invigilation, supervision, and evaluation of examinations was jointly organized by IQAC, the Examination Cell, and the Controller of Examinations.
- The Department of Hindi initiated the collection of documents required for uploading necessary data to the Unnat Bharat Abhiyan portal, aiming to launch the initiative for Swachhta and rural engagement.
- The Research/Innovation Cell conducted workshops on Intellectual Property Rights (IPR) and Plagiarism and Quality Research Publication to promote research and intellectual development.
- Capacity-building programs were implemented to enhance the skills, instincts, abilities, processes, and resources of all teaching and non-teaching staff.
- The Research and Innovation Cell (R&I) aimed to increase the publication of college research papers in a research journal entitled Xaverian Quintessence. Different departments were tasked with providing topics for their research work.
- The Internal Quality Assurance Cell organized a meeting with multiple stakeholders to gather their views and perspectives on development and progress.
- An award ceremony was held to recognize academic excellence and regular attendance.
- Registration with INFLIBNET was undertaken to enhance communication capabilities for improved data exchange, providing support for student grants, teaching, research, and education through the collective effort and participation of relevant institutions.

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Sr. Kaslin Juliet SAL

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