



ST. XAVIER'S COLLEGE

[Affiliated to Ranchi University, Ranchi]

DR. CAMIL BULCKE PATH, PURULIA ROAD, RANCHI - 834 001, JHARKHAND

Internal Quality Assurance Cell Meeting

A meeting of the **IQAC** was held in the Conference Hall, Humanities Building on **30.05.2024** at **03.00 pm**. Fr. Dr. Nabor Lakra, S.J. Principal, St. Xavier's College, Ranchi welcomed the member present in the meeting.

Dr. Shiv Kumar started the meeting by informing the members about the agenda at length. He emphasized the need to prepare the AQAR 2023-24 as per the norms of NAAC.

Agenda:

1. Preparation and submission of AQAR 2023-24
2. Any other matter.

Minutes of the Meeting:

Dr. Shiv Kumar explained to the members present how to prepare the **AQAR** report for the period from **1st June 2023 to 31st May 2024**.

Agenda 1: Dr. Ashutosh Pandey suggested to form a team of people who will be working on **Criterion No. II** and collect the required data of **Criterion II**.

Dr. Dhiraj Mani Pathak suggested that the Mentor-Mentee list be made available on the website. He also wanted to properly spend the seed money earmarked for the research scholars. This will be a motivating factor to do more research and publish articles.

Fr. Kennedy said that identification of Slow Learners / Fast Learners/ Advance Learners is necessary to come up with remedial classes for Slow Learners. Clarification on Mentor-Mentee list and how to execute that was discussed. Fr. Kennedy also stated that **Student Satisfaction Survey (SSS)** is a crucial aspect of NAAC.

Dr. Sandeep Chandra explained the **Criterion III** requirement in detail. He also informed how to improve the marks on each segment of criterion III. He wanted to have better facilities for those who are involved in research and suggested that some kind of incentive be given to encourage researchers. He is of the opinion that MOU without activity is meaningless.

Dr. Dhiraj Mani Pathak explained the **criterion IV**. He emphasized the need to revive the **LMS** (Library Management System). Student should be able to access the library online so that he/she can get benefit of it. **LMS** is free and the students can utilize it for their better performance in studies. Department wise Research Centre was also envisaged.

The parameters for Criteria V, VI and VII were discussed and explained too.

Fr. Kennedy explained the various audit reports requirements under the **Criterion VII**. Fr. Kennedy ensured the attending members that there will be a disabled friendly washroom soon.

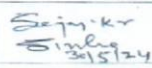
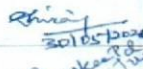

While delivering the Vote of Thanks, **Dr. Sandeep Chandra** acknowledged the contribution made by each member and also thanked the Management Team for their relentless support and guidance.

Attendance

IQAC meeting

Date & Time : 30.05.2024 & 3:00 p.m.

Venue : P.G. Building

Sr.No	Name		Signature
1.	Dr. Fr. Nabor Lakra, S.J.- Principal	(Chairperson)	 30/5/24
2.	Dr. Fr. Robert P. Kujur, S.J. -Vice-Principal (Management)	Criterion – IV: Infrastructure and Learning Resources	
3.	Dr. Fr. Ajay Minj, S.J.- Vice-Principal Eve (Administration)	Criterion – VI: Governance, Leadership and Management	
4.	Fr. Ravi Hemant Kujur, S.J.- Bursar (Administration)	Criterion – IV: Infrastructure and Learning Resources	
5.	Dr. Fr. Prabhat Kennedy Soreng, S.J.- Registrar (Administration)	Criterion – VII: Institutional Values and Best Practices	 30/5/24
6.	Dr. Sanjay Kumar - (Member)	Criterion – VI: Governance, Leadership and Management	
7.	Dr. Narendra Singh - (Member)	Criterion – VI: Governance, Leadership and Management	
8.	Prof. B. K. Sinha - Controller of Examination (Administration)	Criterion – I: Curricular Aspects	
9.	Dr. Sanjay Kumar Sinha (Member)	Criterion – V: Student Support and Progression	 30/5/24
10.	Dr. Dhiraj Mani Pathak - (Member)	Criterion – IV: Infrastructure and Learning Resources	 30/05/2024
11.	Dr. Shiv Shankar Prasad - (Member)	Criterion – VII: Institutional Values and Best Practices	 30/05/24

12.	Dr. Sandeep Chandra - (Member)	Criterion – III: Research, Innovations and Extension	<i>Sandeep</i>
13.	Dr. Ashutosh Pandey - (Member)	Criterion – II: Teaching, Learning and Evaluation	<i>Ashutosh</i>
14.	Ms. Shashi Prabha Tigga (Member) PRAVA	AQAR (Report Writing)	<i>Shashi</i>
15.	Ms. Udita Mitra (Member)	AQAR (Report Writing)	<i>Udita Mitra</i>
16.	Mrs. Ekta Arya (Member)	Women Cell, Gender Issues, Gender Sensitization	<i>Ekta</i>
17.	Dr. Shiv Kumar (Co-ordinator)	Part A: Extended Profile	<i>Shiv Kumar</i> 30/5/24

Shiv Kumar
30/5/24
Coordinator
IQAC
St. Xavier's College
Ranchi

Dr. Fr. Nabor Lakra
30/5/24
PRINCIPAL
ST. XAVIER'S COLLEGE
(AUTONOMOUS)
RANCHI



Shiv Kumar
Dr. Shiv Kumar
IQAC Coordinator

Dr. Fr. Nabor Lakra
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