



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 with all the faculty members who are engaged/interested in research, was called for on 23rd July 2024 at Conference Hall, Humanities Building.

Agenda:

1. Overview of Research in campus- Dr. Sandeep Chandra
2. Open discussion on Research Ecosystem in College Campus
3. Research Facilities and Resources in Campus- Shri Ramesh Kumar, Librarian
4. Any Other Matter.

Minutes of the Meeting

Fr. Dr. Nabor Lakra, S.J., the Principal of St. Xavier's College, Ranchi, began the meeting with a thought-provoking quote: *"You live only once, if you live well, one is enough."* This statement carries deep significance, especially in the context of a gathering of educators and intellectuals. In essence, Fr. Lakra is inviting everyone present to reflect on the quality of their contributions—whether in their personal or professional lives—and to focus on living with intention, striving for excellence in everything they do. By "living well," they can ensure that their lives and work matter deeply, even if they only get one chance to do so. Fr. Dr. Nabor Lakra, S.J.'s encouragement for everyone present to write a book, even if it's not read by all, is a powerful call to action that speaks of the importance of leaving behind a legacy of thought, wisdom and reflection, irrespective of immediate recognition or widespread readership. The statement *"When you have a burning desire, you write. Teaching and Research must go hand-in-hand"* reflects a profound philosophy about the interconnectedness of passion, creativity, and the dual roles of teaching and research in academia. It encapsulates several key principles that speak to the heart of being an educator and an intellectual.

Agenda 1: Overview of Research in Campus- Dr. Sandeep Chandra

Dr. Sandeep Chandra's explanation of NAAC Criterion III—which focuses on **Research, Innovations, and Extension**—appears to have been both a critical analysis and a constructive critique aimed at improving the college's performance in this key area.

A. Understanding NAAC Criterion III:

NAAC Criterion III assesses an institution's efforts in promoting and managing research, innovations, and extension activities. This criterion focuses on:

- **Research and publications:** Quantity and quality of research work published in journals, books, and other forms of dissemination.
- **Funding and support for research:** This includes seed funding, research grants, and infrastructure support for faculty and students to pursue research.
- **Research output:** The number and impact of projects, patents, papers, and other scholarly works.
- **Extension activities:** Outreach programs that promote the application of academic knowledge to societal issues, including community service, consultancy and collaborations.

In short, **Criterion III** is critical for assessing an institution's academic rigor and its ability to contribute to societal development through research and innovation.

B. Dr. Chandra's Analysis of Poor Performance in Criterion III:

Dr. Chandra acknowledged that the college had not performed well in **Criterion III**, and his analysis of why this happened provides a valuable insight into areas for improvement.

- **Insufficient Research Output:** One of the key reasons for underperformance could be a lack of sufficient research activity. If faculty members are not producing enough high-quality research, it will negatively affect the institution's standing in this criterion. Research output is typically measured through published papers, books, conference proceedings and other scholarly work. Dr. Chandra pointed out that faculty members need to be more proactive in engaging in research and publishing their work in reputed journals or conferences.
- **Seed Money and Research Funding:** Seed money refers to the initial financial support allocated by the institution or external agencies to promote research activities. Dr. Chandra emphasized that seed money allocation is crucial to stimulate research, but it must be backed with **documentary evidence** to demonstrate transparency and proper utilization of funds. NAAC evaluates whether the institution provides adequate financial resources to foster research, and a lack of proper documentation or transparency in seed fund allocation could be a factor behind poor performance in this area.
- **Need for More Researchers:** Dr. Chandra pointed out that there is a need for more researchers within the institution. This could mean a lack of a critical mass of faculty members who are actively engaged in research. For a college to improve its standing in NAAC's Criterion III, it needs a larger pool of researchers who can contribute to the institution's overall research output. The absence of a vibrant research culture within the faculty might be one of the root causes of underperformance.
- **Insufficient Seminars and Conferences:** Dr. Chandra noted that the number of seminars, workshops, and conferences held by the college was insufficient. Seminars and conferences are essential not only for disseminating research but also for fostering academic discourse and collaboration. They provide platforms for both faculty and students to engage with current research trends, gain insights from experts and showcase their own work. If the college is not hosting or participating in enough such events, it will impact its performance in this criterion.

C. Improving Research Focus and Outputs:

Dr. Chandra's analysis points to several key actions that the institution can take to improve its performance in NAAC Criterion III:

- **Promote Seed Money Allocation:** To boost research, the institution can create or enhance systems to provide seed money for faculty to initiate research projects. This financial support must be well-documented to meet NAAC standards and ensure that it is being used effectively.
- **Encourage Faculty Research:** The college should encourage more faculty members to engage in research. This could include:
 - Providing incentives for publishing research in high-impact journals.
 - Encouraging participation in national and international conferences.
 - Offering workshops or training on research methodologies and academic writing.
 - Building research teams and collaborations both within and outside the institution.
- **Increase the Number of Researchers:** The institution can work towards creating a culture that attracts more researchers. This might involve hiring more faculty with research-oriented backgrounds, offering research fellowships to Ph.D. students, or creating collaborative research opportunities.
- **Enhance Seminars and Conferences:** Organizing regular seminars, conferences, workshops, and symposiums is crucial for fostering a research-friendly atmosphere. These events can provide platforms for faculty to present their research, invite external experts for discussions and engage students in the research process.
- **Collaboration and External Funding:** Collaborations with industry, government or other academic institutions can lead to increased research funding and more meaningful research projects. The college should also seek external grants to support research activities, making sure that faculty members are equipped with the resources to pursue high-quality projects.

D. Documentary Evidence and Transparency:

One of the points Dr. Chandra emphasized was the importance of documentary evidence to support seed money allocation. NAAC requires institutions to demonstrate proper management of resources, and having clear documentation of how funds are allocated and utilized is critical. The institution must maintain detailed records of:

- Research grants provided to faculty or students.
- Documentation of research outputs such as publications and patents.
- Reports from seminars, conferences and workshops hosted by the institution.

E. Building a Research Culture:

At its core, Dr. Chandra's analysis calls for a **culture shift** towards research and innovation. Faculty members need to be more engaged in research, and the institution needs to support this engagement through infrastructure, fundings and academic freedom. Creating an environment where research is valued and celebrated will improve both the quantity and quality of research outputs.

Conclusion:

Dr. Sandeep Chandra's explanation of **NAAC Criterion III** highlighted critical gaps in the institution's research efforts and suggested actionable steps to improve performance. His focus on **seed money**, the need for more **researchers**, and an **increase in the number of seminars** are all geared toward creating a more vibrant research culture at the college. For the institution to improve its standing in NAAC, it needs to focus on fostering a research-friendly environment, increasing academic output, and ensuring that funding and resources are transparently allocated. By addressing these areas, the college can elevate its performance in **Criterion III** and contribute more significantly to the advancement of knowledge and societal development.

Fr. Dr. Nabor informed the house that there is a guideline for research available and we must communicate it to everyone.

Agenda 2 :Open discussion on Research Ecosystem in College Campus

Dr. Venkat Appa Rao's observations on the decline in the number of publications and research: -

A. Impact of COVID-19 on Research and Publications:

Dr. Rao pointed out that the **decline in the number of publications and research** in the institution was primarily due to the disruptions caused by the **COVID-19 pandemic**. This is a common observation across many academic institutions worldwide, as the pandemic led to several challenges:

- **Disruption of Normal Academic Life:** The pandemic forced many educational institutions to shift to online learning, which affected regular academic schedules. Faculty and students, who would typically be engaged in research and publication activities, were distracted by the immediate pressures of adapting to online teaching, managing remote work, and dealing with the health and social uncertainties of the pandemic.
- **Closure of Laboratories and Research Spaces:** Many research projects, particularly those involving laboratory work, fieldwork or hands-on experimentation, were halted due to lockdowns and social distancing measures. The closure of universities and restrictions on physical meetings also impacted collaborative research efforts, which are vital in academia.
- **Limited Access to Resources:** Research work often depends on access to physical libraries, archives, lab equipment and in-person consultations with colleagues. The pandemic restricted access to these essential resources, making it difficult for faculty and students to complete or even begin research projects.
- **Psychological and Emotional Strain:** The uncertainty and emotional toll of the pandemic likely affected productivity. Researchers and students were dealing with personal health concerns, family issues and the overall stress of living through a global health crisis. This, in turn, impacted their ability to focus on research and academic writing.

Dr. Rao's comment about the pandemic's effect on research highlights the broader global trend, where research output across many disciplines has slowed or been delayed due to the pandemic's far-reaching consequences. It's important to recognize that the situation was temporary, and now the focus should be on revitalizing research efforts as the situation improves.

B. Engaging PG Students in Research and Publication:

Dr. Rao suggested that a potential solution to the decline in research output is to **engage Postgraduate (PG) students in research and publication**. PG students, particularly those enrolled in Master's or Doctoral programs, are often at the heart of an institution's research culture. Here's why involving them in research and publication is critical:

- **Fresh Perspectives and Energy:** PG students bring fresh ideas and perspectives to research. Their engagement in research not only supports the institution's research output but also allows them to contribute to advancing knowledge in their respective fields. Students who are actively involved in research also develop critical thinking, problem-solving and analytical skills that enhance their academic experience.
- **Research as Part of the Curriculum:** Many postgraduate programs already include a dissertation or research project as part of the curriculum. Encouraging PG students to publish the results of their research in academic journals, conference proceedings or other scholarly outlets can significantly increase the institution's research output. Involving students early in the process of writing and publishing can help them develop as independent researchers, while also bolstering the college's academic profile.
- **Building Research Capacity:** The involvement of PG students in research helps build the institution's overall research capacity. With more students working on research projects, the number of research outputs (such as publications, presentations and projects) naturally increases, which can improve the institution's standing in research-focused criteria like **NAAC Criterion III**.
- **Mentorship Opportunities:** Faculty members serving as research guides or mentors for PG students benefit from this dynamic as well. It provides them with an opportunity to guide and shape the next generation of scholars. It also helps faculty maintain an active research profile, as mentoring PG students often leads to collaborative publications or research projects.

C. Research Guides and Formal Documentation:

Dr. Rao also pointed out that **Research Guides** should have received **letters from Ranchi University** in connection with engaging PG students in research and publication. This is an important detail, as it emphasizes the need for formal documentation and support from the university to enable faculty members to serve as research guides effectively. Here's why this is significant:

- **Formal Recognition of Research Guides:** In many academic systems, **Research Guides** must be formally recognized by the university to supervise research projects. A letter or formal acknowledgment from the university would officially assign faculty members as guides for PG students, ensuring that they have the institutional support needed to mentor and oversee students' research activities. This formal recognition

also ensures that the research undertaken by PG students is aligned with academic standards and institutional goals.

- **Ensuring Quality and Compliance:** Letters from the university could also serve to ensure that faculty members meet the requirements set by the university or accrediting bodies (like NAAC) for supervising research. This formal step can ensure that guides are well-equipped to lead research projects, whether in terms of their academic qualifications, experience or commitment to research.
- **Aligning with University and Accreditation Guidelines:** Universities typically have specific guidelines for research activity, including standards for student mentorship, project approval, and research publication. Letters from the university formalize the relationship between the research guide and the student, ensuring that research projects are conducted within the framework of institutional policies and accreditation requirements. This formal connection could also help when institutions need to demonstrate research activity for accreditation purposes.

Conclusion:

Dr. Venkat Appa Rao's insights on the decline in research due to COVID-19 and his suggestions for engaging **PG students in research** are crucial for revitalizing the college's academic activities. By formally involving PG students in research, and encouraging research guides to follow proper protocols (including obtaining necessary documentation from the university), the college can significantly boost its research output and meet the **NAAC Criterion III** requirements. This holistic approach—coupled with the ongoing recovery from the pandemic—can help the institution restore and expand its research culture, improve publication rates and strengthen its overall academic reputation.

Fr. Dr. Robert Pradeep Kujur, S.J., the Vice Principal of St. Xavier's College, Ranchi, made several important announcements during the meeting that were designed to address concerns related to research funding and the infrastructure available to support research initiatives. His statements provided reassurance to the faculty members and set a positive tone for the institution's commitment to fostering a strong research culture.

a) Seed Money Will Be Provided – Financial Support for Research:

Fr. Kujur assured the faculty that **seed money** would be made available to support research initiatives. This is a crucial commitment, as financial support plays a significant role in initiating and sustaining research projects, especially for faculty members and PG students who may not have access to external research grants.

- **Addressing Financial Barriers:** By saying that "money is not going to be a hindrance," Fr. Kujur acknowledged a common obstacle in academic research—funding. Many research projects, particularly in their initial stages, require seed money to cover expenses related to materials, equipment, travel, publications, and other research-related activities. Fr. Kujur's promise that the institution will provide seed money demonstrates the college's proactive approach to removing financial barriers to research and fostering academic inquiry.
- **Empowering Faculty and Students:** This funding initiative will likely empower faculty members to pursue their research ideas without worrying about financial constraints. It also provides an opportunity for PG students to engage in research

projects that could lead to publications, conference presentations, and other academic contributions, further enriching the institution's research profile.

- **Clear Commitment to Research Growth:** The commitment to seed money also signals the college's long-term vision to enhance research capabilities. It emphasizes that the administration understands the need for financial resources to kickstart research projects and that the institution is willing to invest in research, which is a critical part of academic excellence.

b) **BULCKE Research Centre – Research Infrastructure:**

Fr. Kujur mentioned the **BULCKE Research Centre**, which is an important resource for fostering academic and scientific research at the college. The establishment of a research centre like BULCKE typically provides essential support for research initiatives and contributes to the overall research ecosystem within the institution.

- **Research Facilities and Support:** Research centers play a vital role in facilitating interdisciplinary collaboration, offering access to specialized equipment, providing research guidance, and serving as a hub for scholarly activities. If BULCKE Research Centre is already established, it represents an important infrastructure resource that can help both faculty and students with their research endeavors.
- **Encouraging Collaborative Research:** The presence of a research centre suggests that faculty members and students can collaborate more effectively on research projects, access support services (such as grants, workshops and seminars), and contribute to the development of the research culture at St. Xavier's College, Ranchi.
- **Strengthening Research Networks:** Research centres often provide opportunities for networking and collaboration with external institutions, researchers, and industries. Fr. Kujur's mention of BULCKE Research Centre indicates that the college is well-equipped to support a variety of research projects, which will enhance the quality and scope of research conducted within the institution.

c) **Vacant ISBN Numbers in Xavier's Publication:**

Fr. Kujur highlighted that there are more than **80 vacant ISBN (International Standard Book Numbers)** available under **Xavier's Publication**.

Dr. Swarat Chaudhuri suggested that having a **well-defined policy on seed money** is an important step toward ensuring transparency, accessibility and effective utilization of research funds. By creating clear guidelines and protocols for how seed money is allocated, applied for and monitored, the institution can ensure that the funding process is fair, efficient and encourages high-quality research.

A. **Clarity on the Seed Money Application Process:**

Dr. Chaudhuri's recommendation to have a clearly defined **application process** for seed money is critical for making the process transparent and easy to navigate. A structured procedure ensures that all potential applicants know exactly how to apply for funding and what steps they need to take.

Eligibility Criteria for Seed Money:

Defining clear **eligibility criteria** is essential for ensuring that seed money is allocated to projects and researchers who meet the institution's standards and objectives.

Clear Guidelines on the Use of Seed Money:

One of the most important aspects of seed money is ensuring that it is used effectively and for the purposes outlined in the application. **Evaluation and Selection Criteria:**

A well-defined policy should include clear **evaluation and selection criteria** for approving seed money applications.

B. Encouraging a Research Culture:

A well-defined seed money policy can significantly **promote a research culture** within the institution. By setting clear expectations and providing accessible funding, the college can encourage more faculty members and students to engage in research.

Periodic Review and Adjustment:

Finally, Dr. Chaudhuri's suggestion includes a process for **periodic review and adjustment** of the seed money policy. As the research landscape and funding needs evolve, the policy should be reviewed regularly to ensure that it remains relevant and effective. This review process could take into account feedback from faculty and students, as well as changes in the academic or funding environment.

Dr. Shiv Kumar informed the house that within next 7-8 days we will come up with a well-defined policy document regarding seed money.

Prof. B.K. Sinha's observations during the meeting touch upon several important aspects of academic management and institutional functioning, particularly in the context of **NAAC** and **research culture**. His points highlight the importance of **communication, awareness** and **coordination** within the institution to meet the required standards to improve the overall academic environment.

A. Communication Gap Regarding NAAC Requirements:

Prof. Sinha emphasized the need to **properly communicate the gaps or shortfalls** in understanding **NAAC requirements** to the concerned departments, stakeholders, and faculty members.

Conclusion:

Prof. B.K. Sinha's observations highlight the critical importance of **communication, awareness, and coordination** in achieving the desired outcomes in the NAAC accreditation process and in improving the overall research culture at St. Xavier's College, Ranchi. By addressing the gaps in understanding of NAAC requirements, increasing awareness about the existing **research centres**, and ensuring proper communication channels, the institution can

significantly improve its research output and academic quality. This, in turn, will contribute to a higher **NAAC grade** and a more vibrant, research-oriented academic environment.

Dr. Swarat Chaudhuri's praise for the work done by the **Internal Quality Assurance Cell (IQAC)** team underscores the importance of their role in fostering quality improvement and ensuring that the institution meets academic and accreditation standards. His recognition highlights the essential contribution of the IQAC in advancing the institution's academic goals, including organizing faculty development programs (FDPs), seminars and workshops.

Dr. Swarat Chaudhuri's suggestions highlight the importance of **strategic planning** and **organized execution** in enhancing the academic environment of the institution. By focusing on Faculty Development Programs (FDPs), seminars and workshops, the college can improve faculty engagement, enhance teaching quality, foster research collaboration, and contribute to achieving higher standards in **NAAC**. Additionally, the role of the **IQAC** in coordinating and driving these efforts cannot be overstated, as it ensures that quality enhancement initiatives are aligned with institutional goals and accreditation requirements. Through careful planning and execution of these activities, St. Xavier's College, Ranchi can significantly boost its academic and research profile, paving the way for continuous improvement and recognition.

Dr. Sumit Roy's observation about the need for **modernization of the Old Research Centre** and the necessity of upgrading its facilities, particularly in terms of **characterization tools**, is crucial for improving the college's research capabilities and enhancing its performance in areas relevant to **NAAC** and overall academic growth.

Dr. Roy also highlighted the need for **characterization tools** in the research centre. Characterization tools are essential for analyzing and understanding the properties of materials or substances, which is crucial for a wide range of research fields. Without these tools, researchers may face significant limitations in their work. The **lack of proper tools** can severely affect the quality and scope of research conducted, impacting the institution's research output and, consequently, its accreditation. **Characterization tools** can be broadly defined as instruments or techniques used to analyze the physical, chemical, structural or mechanical properties of materials.

Fr. Dr. Prabhat Kennedy, S.J., the Registrar of St. Xavier's College, Ranchi, mentioned that the **Activity Planner** for the academic year **2024-25** is awaited from all departments. This indicates that the institution is looking for detailed **plans** from each department regarding the academic and research activities they intend to carry out in the coming year. The Activity Planner serves several critical purposes:

- **Coordinating and Aligning Activities:** By requesting a detailed activity planner from all departments, the college ensures that various academic, co-curricular and research-related events are planned in an organized manner. This helps prevent overlapping of events, optimizes the use of available resources and fosters inter-departmental collaboration.
- **Budgeting and Resource Allocation:** The Activity Planner will give the institution a clear overview of the proposed activities, including **seminars, workshops, faculty development programs** and **research projects**. This allows the administration to allocate resources more effectively, ensuring that all planned events are adequately funded and supported.

- **Strategic Planning:** The planner will also help the college leadership (including Fr. Kennedy and other senior administrators) to evaluate the department's focus areas for the upcoming year, ensure alignment with the college's academic goals, and track progress towards institutional objectives (such as improving research output or organizing academic activities).
- **Meeting Accreditation Standards:** NAAC places significant emphasis on **academic planning** and **activity tracking**. By requesting activity planners from departments, the college can systematically monitor its progress in line with accreditation criteria, especially those related to teaching, learning and research activities.
- One of the exciting announcements made by **Fr. Kennedy** was the **establishment of a new research centre at NAMKOM, Ranchi**. This is a significant development for the college, as it will provide additional research infrastructure and opportunities for faculty and students.

Fr. Kennedy also offered the opportunity for interested faculty members to **apply to him** if they want to do research on **Environmental Science** at the new NAMKOM research centre. This suggests a centralized process for managing research opportunities at the centre, ensuring that interested faculty:

- **Express Interest and Apply:** Faculty members wishing to use the resources of the new research centre should approach Fr. Kennedy and express their interest. This may involve submitting a brief proposal or outlining their research interests and the potential benefits of conducting research at the NAMKOM centre.
- **For Collaboration Opportunities:** The application process might also open up opportunities for faculty to collaborate on existing research projects or engage in **interdisciplinary research** with faculty from different departments.

Action Required: Faculty members should consider their research goals and evaluate whether the new research centre can support their needs. If interested, they should reach out to Fr. Kennedy for further details and apply accordingly.

Agenda 4 : Research Facilities and Resources in Campus- Shri Ramesh Kumar, Librarian

Mr. Ramesh Kumar's introduction to the **College Library System** was an important step in familiarizing faculty and staff with the library's resources, access procedures and how to effectively utilize the library system for research and academic work. Let's break down the key points that Mr. Kumar likely covered during his session on the **Library System**:

a. Creating a Login ID:

One of the first things Mr. Kumar addressed is how faculty members and students can create a **login ID** to access the College Library System. The process of creating an ID is essential for ensuring that users have individual access to the library's digital resources, which include books, journals, databases, and other scholarly materials. Typically, the process might involve:

- **Requesting a Login ID:** New users (e.g., faculty members or students) may need to request a **library login ID** from the library staff or through an online portal. This request could require providing basic personal and academic details such as:
 - **Full name**
 - **Department**
 - **Designation (for faculty) or Course (for students)**
 - **Contact information**
- **Generating the Login ID:** Once the request is made, the library system will generate a **unique login ID** for the user. This ID allows the user to access the library's digital resources and track their activity, such as book borrowings and resource usage.
- **Password Setup:** After generating the login ID, the user will typically be prompted to create a **password** for security reasons. This password will be used along with the login ID to gain access to the library's resources. Some systems may require users to reset their passwords at regular intervals to maintain security.

b. **How to Login to the Library System:** Mr. Kumar explained the process of logging into the College Library System once the log in ID is created.

- **Accessing the Library Portal:** Faculty and staff members need to visit the **library's online portal** or the college's official website where the **library section** is hosted. This could be a dedicated library page with access to both physical and digital resources.
- **Entering Login Credentials:** On the library's login page, users will enter:
 - Their **unique login ID**
 - The **password** they set up previously.
- **Troubleshooting:** Mr. Kumar also explained what to do if users forget their password, such as utilizing a **password recovery** option, or contacting the library staff for assistance.

c. **Navigating the Library System:**

After successfully logging in, Mr. Kumar walked the house through the various sections of the **Library System**, explaining how to access different resources and utilize the system's features. Some of the core features that are commonly available in such systems include:

- **Catalog Search:**
 - Users can search for **books, journals, e-books** and **research papers** available in the library. The search function may allow filtering by:
 - **Title**
 - **Author**
 - **Subject**
 - **ISBN number**
 - Users can search by **keywords**, or browse through **different categories** or **subjects** to find relevant materials.
- **Digital Resources:**
 - The College Library System includes access to **e-journals, research databases** and **online repositories**. These resources may be accessible through a dedicated section or a **digital library interface** within the portal.
 - Faculty members can access **research papers, articles** and **case studies** that might not be available in physical form.

- **Book Borrowing/Reservation:**
 - If the library system includes a **physical book collection**, users can view the **availability of books** and **reserve** them online. The system would show real-time data on whether a book is **currently available** or already **checked out**.
 - Borrowing records and due dates for return are often tracked within the system, and users can access their **personal borrowing history** through their login.
- **Renewal of Books:**
 - For books that have been borrowed, the system may allow users to **renew** their borrowings online. The renewal process might be automated within the system, and it helps users avoid late fees and ensures timely access to materials.
- **Research and Reference Services:**
 - The library may offer additional services like **reference assistance** or **research help**. Users can access these services by contacting the library staff or scheduling consultations with the **librarians** directly through the portal.
- **Accessing E-Resources (eBooks, eJournals, Databases):**
 - If the library subscribes to **academic databases** (like JSTOR, Springer, IEEE Xplore, etc.), the system would give users access to these resources either through **direct links** or **authentication** procedures (like VPN access).
 - Mr. Kumar highlighted where to find access to e-books, journal subscriptions and academic papers, which are especially useful for faculty and researchers.
- **Library Notices & Announcements:**
 - The system also includes a section for **library notices**, such as:
 - Updates about **new acquisitions**.
 - Announcements for upcoming **workshops** or **seminars** related to library resources (such as training on how to use certain databases or citation management tools).
 - **Holiday schedules** or **maintenance notices**.
- **Faculty Resources:**
 - There may be a specific section for faculty members, where they can access:
 - **Textbooks** and **teaching materials**.
 - **Course reserves** for students.
 - **Reading lists** that have been compiled for specific courses or programs.

d. Accessing Relevant Sections:

Mr. Kumar took the faculty members through the process of navigating to the most relevant sections based on their needs, such as:

- **Research and Academic Resources:** Faculty members interested in **research** would be directed to sections containing **journals**, **conference papers**, and **electronic databases**. These resources are valuable for staying updated on the latest academic trends and supporting research activities.
- **Books and Course Materials:** Faculty needing teaching resources would be shown how to search for **textbooks**, **reference materials**, and **other course-related materials**.

- **Interlibrary Loan System:** Mr. Kumar explained how if the college library has an **interlibrary loan (ILL) system**, to request books or articles from other institutions if they are not available within the college library.
- **Requesting New Materials:** Faculty members may have the option to **request new books** or **digital resources** by submitting a request form within the library system. This ensures that the library's collection stays relevant to the needs of the teaching and research community.

Vote of Thanks:

Fr. Dr. Ajay Arun Minz, S.J., Vice Principal (Evening), St. Xavier's College, Ranchi, in his "**Vote of Thanks**" address, conveyed a heartfelt message of appreciation and optimism for the faculty's engagement in the meeting. **Fr. Minz** began by expressing his **happiness** and **gratitude** for the large number of faculty members present at the meeting.

Attendance

Faculty Members

Sl. No.	Name of the Faculty	Department	Signature
1.	Dr. Anil Sinha	English	AS
2.	Dr. N. Venkat Appa Rao	Zoology	Dr. N. Venkat Appa Rao
3.	Dr. Rajeev Rajan Subramanian	Geography	Rajeev R. Subramanian
4.	Dr. Prakash Jangam	English	Prakash Jangam
5.	Dr. Ashutosh Pandey	Pol. Sc.	Dr. Ashutosh Pandey
6.	Raman Kumar Das	Mathematics	RSDM
7.	B. K. Sinha	Pol. Sc.	B. K. Sinha 23/7/24
8.	Marcus Barla	Economics	Barla 23/7/24
9.	Dr. H. M. Kumar	Chemistry	H. M. Kumar 23/07/24
10.	Dr. Shiv Shankar Patel	Bio. Tech	Shiv Shankar Patel 23/07/24
11.	Dr. Ritesh Kr. Shukla	Zoology	Ritesh Kr. Shukla 23/7/24
12.	Sumit Kr. Ray	Physics	Sumit Kr. Ray 23/7/24
13.	Ram Munnur	physical education	Ram Munnur 23/7/24
14.	Sujay Narayan Phasand	Computer Science	Sujay Narayan Phasand 23/7/24
15.	Geetpreet Singh	Computer Science	Geetpreet Singh 23/7/24
16.	Priya Srivastava	Zoology	Priya Srivastava 23/7/24
17.	KANCHITA TOPAD	ZOOLOGY	Kanchita Topad 23/07/24
18.	SHASHI PRAVA TIGGA	ENGLISH	Shashi Prava Tigga 23/07/24
19.	Sumana Ghosh	English	Sumana Ghosh 23-7-24

20.	Noel Idumeo Kulle	BJMC	Neel 23/07/24
21.	Swagata Chakraborty	Physics	S Chakraborty 23/7/24
22.	Vijay Kumar Mehta	Maths.	Vijay K. Mehta 23/07/24
23.	Rajesh Kumar	Physics	Rajesh 23-07-24
24.	Dr. Nikh Chakraborty	Physics	Nikh 23/07/24
25.	Dr. Kamaldeep	Comp. science	Kamaldeep 23/07/24
26.	Ajay Kumar Linskar	Botany	Ajay 23.7.24
27.	Dr. Sanjay K. Sinha	History	Sanjay 23/7/24
28.	Abhishek Ranjan Sen	Chemistry	Abhishek 23/07/2024
29.	Dr. P. Prabhakar Singh	Botany	P. Prabhakar Singh 23/7/24
30.	Dr. F. Florence Pandy	Education	F. Florence Pandy 23/7/24
31.	Ravi H. Kujur	Commerce	Ravi H. Kujur 23/7/24
32.	Swarat Chaudhuri	Physics	Swarat 23/7/24
33.	NITISH KUMAR	Maths & Stats	Nitish 23/7/24
34.	Pappu Mahto	Mathematics	Pappu 23-07-24
35.	Pabian A. Peli	B. Com. Voc & Algmt Studies	Pabian A. Peli 23/7/24
36.	Ajit K. Meghadi	Commerce	Ajit K. Meghadi 23/07/24
37.	Sachin - Kumar	Maths & Stats	Sachin 23/7/24
38.	UTKARSH UNNAYAN	Political Science	Utkarsh 23/7/24
39.	PIPAS KUMAR	Zoology (EVS)	Pipas 23-07-24
40.	Bisbhadsa Kumar Singh	Maths & Stats	Bisbhadsa 23/07/2024

41.	Raman Br. Singh	Chemistry	Raman
42.	Ravi Kumar B	Physics	M.
43.	Saanya Maurya Singh	Political Science	
44.	Rita Arya	Vocational + HPS	Rita
45.	Manisha T. Jaisky	Vocational + Mgt St	Manisha
46.	Ananya Bose	English	Ananya Bose 23/07/24
47.	Mouli Chakroborty	Zoology	Mouli 23/7/24
48.	Sachindar Mishra	English	Sachindar 23/7/24
49.	Ritesh Kumar	Comp. Science	Ritesh 23/07/24
50.	DR SANJAY KUMAR (HINDI)	HINDI	Sanjay 23-7-24
51.	RAKESH MISHRA	Statistics	Rakesh Mishra 23/7/24
52.	Rakesh Bajor	Computer Science	Rakesh 23/07/2024
53.	Dr. Shakil Anwar Siddique	Com. Voc.	Shakil 23/07/24
54.	Hussain Ahmed	Com. Voc.	Hussain 23/07/24
55.	Nidhi Arya	Com. Vocational	Nidhi 23/7/24
56.	Dr. Sanjukta Kumar	Biotechnology	Sanjukta 23/7/24
57.	ALFRED BBSRD	Biotechnology	Alfred 23-07/24
58.	Arjun O.M. Joffe	History	Arjun 23/7/24
59.	Sneha S Kuchhop	Sociology	Sneha 23/7/24
60.	DR. SHREYA PANDEY	Political Science	Shreya 23/7/24
61.	Zeba Ashraf	Economics	Zeba 23/7/24

Photographs of the meeting



Shiv Kumar

Dr. Shiv Kumar
IQAC Coordinator

Dr. Fr. Nabor Lakra, S.J.
Principal

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