



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, St. Xavier's College, Ranchi, Date: 29.11.2024, Time: 10.45 am

Agenda:

1. **Status of Departmental AQAR 2023-24**
2. **Value Added Course (Short Term Course – 30Hrs)**
3. **Research Paper Contribution in XRJ (Xavier Research Journal)**
4. **Any Other Matter**

At the beginning of the meeting **Dr. Shiv Kumar, IQAC-Coordinator**, apprised the members of the AQAR 2023-24 and the NAAC requirements, emphasizing the importance of complying with the set standards to achieve a high grade. He explained that the institution is currently working on 7 key criteria for evaluation, but from the next academic year, the number of criteria will increase to 10. Dr. Shiv Kumar elaborated on the various facets of NAAC's requirements, outlining how meeting these standards in areas such as curriculum, teaching-learning, infrastructure, research, and student support would be crucial. He highlighted that with meticulous planning and consistent efforts in these areas, the institution has the potential to attain a prestigious A++ grading in the upcoming assessment.

Minutes of Meeting:

1. Status of Departmental AQAR

Dr. Sandeep Chandra introduced the Google Form as a tool designed to systematically collect data from various departments to fulfill the requirements for NAAC. One of the key requirements is the accurate collection of data across different departments to demonstrate compliance with quality standards.

The form is structured to capture detailed and structured data for NAAC's criteria, which might include aspects like teaching, learning, research, infrastructure, student outcomes, etc.

The form is divided into sections that align with NAAC's criteria and standards. Each department has been asked to fill out the form with specific details related to their activities, such as faculty information, research contributions, infrastructure, student achievements, etc. The use of a digital tool like Google Forms makes it easy to collect, analyze and store data, ensuring consistency and reducing the chances of errors or duplication.

2. Value Added Course (Short Term Course – 30Hrs)

Objective of Launching Two Value Added Courses: The decision to launch **two Value Added Courses (30 hours each)** in every department is part of an effort to enhance the overall educational experience and make students more competitive in the global job market. The courses will allow students to explore subjects or skills that may not be covered in their core curriculum but are still important for their career progression. Each course will be **30 hours** long, which is a suitable duration for offering focused, intensive learning on a specific topic. The 30-hour format allows for flexible scheduling, with classes possibly held over weekends, holidays, or in the evenings, making it easier for students to participate without disrupting their regular academic schedule.

3. Research Paper Contribution in XRJ (Xavier Research Journal)

Xavier Research Journal (XRJ) is an academic publication associated with the institution that provides a platform for scholarly articles, research papers, and academic contributions.

Purpose:

- **Showcasing Scholarly Work:** Contributing to XRJ provides a platform for researchers (faculty and students) to publish their original research papers, helping them share their findings with a wider academic audience.
- **Enhancing Academic Reputation:** Publishing in a reputable journal, such as XRJ, helps enhance the academic reputation of the authors, their department and the institution as a whole. It also highlights the quality of the research being conducted within the institution.
- **Promotion of Faculty and Student Research:** Research paper contributions from faculty and students help in recognizing the academic achievements of individuals and encourage others to engage in research activities. Faculty can mentor students in writing research papers, providing valuable research experience.

4. Any Other Matter

- In the meeting, the discussion on these various points aims to improve and streamline academic and administrative processes. The **Mentor-Mentee List** focuses on providing personalized academic support to students. The **Orientation Programme** ensures smooth onboarding for both students and faculty, setting the stage for a successful academic year. **Periodic departmental meetings** for AQAR help ensure that the institution maintains high standards of quality and is on track for NAAC. Lastly, the discussion on **ICT-enabled classrooms** emphasizes how to best integrate technology to enhance teaching and learning experiences, making education more engaging and effective for students. Together, these initiatives reflect a commitment to improving academic quality, institutional development, and student success.

Vote of Thanks

Fr. Ajay Arun Minj, S.J. Vice Principal, St. Xavier's College, Ranchi, concluded the meeting with a Vote of Thanks

Attendance



IQAC Meeting

Venue: Conference Hall, Humanities Building
St. Xavier's College, Ranchi
Time : 10.45 am

Attendance Sheet (29-11-2024)

S. No.	Full Name	Signature
1.	Dr. (Fr.) Nabor Lakra, S.J.	
2.	Dr. (Fr.) Robert Pradeep Kujur, S.J.	
3.	Dr. (Fr.) Ajay Minj, S.J.	29/11/24
4.	Fr. Ravi Hemant Kujur	
5.	Dr. (Fr.) Prabhat Kennedy Soreng, S.J	29/11/24
6.	Dr. Sanjay Kumar	
7.	Dr. Harishwar Dayal	
8.	Dr. Narendra Singh	
9.	Prof. B.K. Sinha	
10.	Shri Binay Sarawgi	
11.	Mr. Punit Poddar	
12.	Dr. Sanjay Kumar Sinha	29/11/24
13.	Dr. Dhiraj Mani Pathak	
14.	Dr. Shiv Shankar Prasad	29/11/24
15.	Dr. Sandeep Chandra	
16.	Dr. Ashutosh Pandey	29/11/24
17.	Ms. Shashi Prabha Tigga	
18.	Ms. Uditra Mitra	29/11/24
19.	Mrs. Ekta Arya	29/11/24
20.	Mrs. Devendra Kaur	
21.	Mr. Anuranjan Ekka (M.A. Geog)	29/11/24
22.	Dr. Shiv Kumar	29/11/24
23.	Dr. Priya Srivastava	29/11/24
24.	Dr. Rajesh Kumar	29/11/24
25.	Prof. Jyoti Tete	29/11/24
26.	Prof. Vijay Kumar Mehta	29/11/24
27.	Prof. Manoj	29/11/24
28.	Prof. Gautam Rudra	29/11/24
29.	Prof. Anju Toppo	29/11/24
30.	Prof. Sneha Kachhap	29/11/24
31.	Prof. Mable Toppo	29/11/24
32.	Dr. Sachin Mishra	29/11/24
33.	Dr. Sanjay Kumar	29/11/24
34.	Dr. Kamaldeep	29/11/24
35.	Dr. Sanyukta Kumar	29/11/24

Photographs of the meeting



Shiv Kumar
Dr. Shiv Kumar
IQAC Coordinator

[Signature]
Dr. Fr. Nabor Lakra, S.J.
Principal
PRINCIPAL
ST. XAVIER'S COLLEGE
(AUTONOMOUS)
RANCHI