



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: 10th February 2021

NOTICE

IQAC MEETING

Date: 13th February 2021

Time: 10.30 a.m.

Venue: IQAC office

Agenda:

1. Academic services & INFLIBNET
2. Intellectual Property Rights
3. Guardians' Meet
4. National Science Day
5. AQAR 2019-20
6. National Webinar
7. ISO Certificate
8. Automation of the library

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 13-02-2021

Time: 10.30 a.m.

Venue: IQAC office

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Members Present:

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

Dr. Pyari Kujur - Head of Kurukh Department

Mr. Md Zafer Aqubal - Faculty, Department of Physics

Mr. Binay Kumar Yadav - Head of Chemistry Department

Ms. Shalini Bara - Faculty, Department of Botany

Ms. Anjna Ekka - Faculty, Department of Mathematics

Mr. Soaib Akhter - Alumni representative

Mr. Ankit Toppo - Student representative

Ms. Pragati Kujur - Student representative

Mr. Md. Tanweer Ahmad - Community representative

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

Members absent:

Ms. Aquina Toppo - Alumni representative

Mr. Nandlal Mehta - Industry representative

The meeting began with prayer.

The minutes of the last meeting held on 13th November 2020 were read and passed after a brief discussion.

Agenda points taken for discussion:**1. Academic Services & INFLIBNET:**

It was decided to conduct a workshop on academic services and INFLIBNET by the NLIST team. The college has been waiting to register with INFLIBNET for e-journals, e-papers, and e-books.

2. Intellectual Property Rights:

Workshops on Intellectual Property Rights for all faculty and students were decided to be conducted. Each HoD was entrusted to lead the workshops on different days.

3. Guardians' Meet:

A meeting with all parents to receive feedback for the improvement of teaching-learning and overall student development was decided. Department-level meetings will be arranged on different days.

4. National Science Day:

To exhibit students' talents and stimulate research and application of science in daily life, it was decided to conduct a Science Exhibition on National Science Day by the faculty of Science.

5. AQAR 2019-20:

The AQAR for the academic year 2019-20 is ready for uploading on the NAAC website. The central documentation team will take charge and upload the report in March.

6. National Webinar:

It was decided to organize a National Webinar on "Cynosure of Higher Education Today: e-teaching and learning" as part of the IQAC initiative.

7. ISO Certificate:

As the ISO certificate's validity date is expiring, it was resolved that the IQAC would take charge of renewing the certificate.

8. Automation of Library:

Automation of the library, required as per NAAC standards, was approved and finalized. The librarian was instructed to find information on its uses and operation system. The IQAC will proceed with the automation during this academic year.

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



IQAC Coordinator

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ACTION TAKEN REPORT OF THE MEETING HELD ON 13th FEBRUARY 2021

- A one-day workshop on Academic Services & INFLIBNET by the NLIST team was arranged.
- Department heads took the lead in organizing workshops on Intellectual Property Rights.
- Google online feedback forms were generated to gather feedback on students' academics and overall development.
- A national webinar on "Cynosure of Higher Education today: e-teaching and learning" by IQAC was planned and executed.
- Processing of data documentation for ISO certification to 9001:2015 was undertaken.
- The formation of a Central Documentation Group was established to prepare e-AQAR for the Academic Year 2019-20.

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