MINUTES

A meeting of the IQAC was held on 8th February 2019 at 1.30 pm at the Conference Room.

The following names with signatures were present at the meeting, which included members of the IQAC and the invited NAAC steering committee members and Convenors (Attendance is attached)

The Agenda for the IQAC meeting was a single point – Review and discuss the SSR – 4th Cycle of accreditation.

Fr. Jerome welcomed and began by inviting members to elucidate observations and clarifications the 4th Cycle of NAAC accreditation - SSR. On the onset Ms. Sunita congratulated the NAAC steering team on the completion of the SSR as per schedule. Sir Bosco extended his gratitude.

As the discussion started, below are the suggestions given by the IQAC members and Steering Committee of SSR:

1. It was observed that the word, "XAVIERNAGAR "appeared on the Cover page as part of the address, however Sir Bosco pointed out that it was by default from the previous SSR itself.
2. Ms. Blanche pointed out that the number of PhD did not match with data shown elsewhere in the SSR, which was noted by the Convenor Sir Bosco.
3. Mr. Tushar pointed out that the institutional weakness should be resolved by changing to institutional opportunity.
4. Ms. Vailarose pointed out that digitization should happen at the micro level as well and be seen as an opportunity for the college.
5. Sir Parmanand pointed out that the challenge of providing high speed internet has to be resolved as it is a necessity today.
6. It was also pointed out in the curricular aspects in 1.1, a few colleges were named as part of our faculty being the BOS members , whereas it was suggested that it could be kept general.
7. Under Research and Innovation, Ms. Ursula poabovinted out that the college Research Journal 'Spectrum" should have the ISSN number mentioned.
8. Number of teachers under Fellowship has to be increased , as pointed out by Sir Teotone.
9. Ms. Ubaldine also pointed out that one position was shown as lacking in the case of non –teaching staff.
10. Sir Teotone asked the committee to check the number of PhD as per the timeframe mentioned. The numbers of BOS members have also to be checked for certain years.
11. The Steering Committee also informed all the members present that we are opting out of point 1.1.2 as we did not have any such courses.

12. Keeping in mind Clause 1.4.2 , it was decided that the feedback received will be displayed on the website as well.
13. The point under differently abled students it was decided to check the numbers again.
14. Under point 3.1.3.2 it was decided to check the number of teachers with above 5 years , Sir Morris had to co-ordinate these statistics.
15. Under point 3.5.2.1 it was observed that the number of functional MOUs have to be verified and updated.
16. The alumni details had to be added under 5.4.1 to emphasise on alumni engagement , a letter also needs to be submitted by Sir Pradeep in this regards.
17. Under point 6.1.2 the IQAC has to be added.
18. Lastly the annual energy requirement has to be calculated and entered under 7.1.3 , alternate energy initiatives have to be emphasised upon .

Alongside spelling mistake and grammatical errors were also observed and corrected accordingly. The meeting concluded at 5:30 pm all members taking note of the changes to be made.