



Minutes of the meeting held on 6th of September, 2013

A meeting of IQAC was held on 6th of September, 2013 at 2.00 pm in the conference hall of the college with following agenda:

1. Confirmation of the minutes of the last meeting held on 21st March, 2013
2. Application to University Grants Commission for renewal of CPE status
3. AQAR for 2012-13
4. Implementation of the decisions taken in IQAC meeting
5. Constitution of a body for assessment and approval of Major and Minor Research Projects
6. Decision on the application to work in Central Research Laboratory.
7. Any other matter

Following members of the committee were present:

1. Dr. Fr. N. Tete s.j. – Chairman
2. Dr. Fr. N. Lakra s.j.
3. Dr. R. N. Sinha
4. Dr. G. Jha
5. Dr. Sujit Bose
6. Dr. Navin Kumar
7. Shri Sanjay Kumar – Coordinator
8. Shri B. K. Sinha
9. Dr. N. V. A. Rao
10. Prof. A. K. Sinha – Controller of Examinations
11. Fr. Vinod Bilung, s.j – Rector

Minutes of the meeting:

1. Resolutions taken in the last meeting were confirmed.
2. Principal informed the house that according to U.G.C. regulations we shall be eligible for applying for C.P.E. only after December, 2013. The Principal's office is preparing report for the same to be submitted to UGC.
3. AQAR is also being prepared by the Principal's office.
4. In view of delay in the implementation of decisions taken in IQAC meetings, it was resolved that from now onwards a committee member shall be made responsible to ensure speedy implementation of the same.
5. In compliance with the decision taken on 21st March, 2013 a Central Admission Committee for UG and PG programs is constituted with following members:
 - (i) Vice Principal



Internal Quality Assurance Cell

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- (ii) Deans of different faculties
 - (iii) Rector
6. Dr. N. V. Appa Rao was entrusted to collect information on how to constitute Academic Audit Committee in accordance with U.G.C. guidelines and enlighten the house in the next meeting of IQAC.
 7. The Principal informed the house that funds are available with the college for preparing the students for various professional competitive examinations. It was resolved that Dr. Ritesh Kumar Shukla and Mr. Mitesh Chakraborty be assigned the job of making the students aware of the coaching programme for the said examinations, to be undertaken by the college.
 8. It was resolved that College Research Committee for each faculty be constituted with following members
 - (i) Principal of the College
 - (ii) Dean of the concerned faculty
 - (iii) Head of the Department concerned
 - (iv) One subject expert from outside the college.
 9. It was resolved that a new coordinator of IQAC be appointed who will be responsible for preparing IQAR and Self Study Report(S.S.R.) for next round of accreditation by NAAC.
 10. As the tenure of Sri Sanjay Kumar as PIO of the college is already completed, It was resolved that a new PIO for the college be appointed at the earliest and the Information Commission be informed of the change.
 11. The request made to work in the Central Research Laboratory(CRL) of the college by Kumari Kalpana, Kumari Anushree and Anuradha Kumari were acceded to.
 12. It was resolved that the next meeting of IQAC be held on 20th September, 2013.

(Sanjay Kumar)
Coordinator, IQAC
St. Xavier's College, Ranchi

(Dr. Fr. N. Tete, s.j.)
Chairman, IQAC
St. Xavier's College, Ranchi