

MINUTES OF THE METING HELD ON 9th OF MARCH, 2017

A meeting of the IQAC was held on 9th of March,2017 at 2.30 p.m. in the conference hall of the college with the following agenda:

1. Preparation for NAAC visit for 4th round of accreditation in 2018 (January)
 - a. Formation of Peer Committee for SSR and AQAR
 - b. Outreach Programme
 - c. Academic Audit
 - d. Innovative Practices
 - e. Student's Feedback

Following members of the committee were present

1. Dr. Fr. N.Tete s.j. – Chairman
2. Dr. Fr. N.Lakra s.j.
3. Fr. Vinod Bilung s.j.
4. Prof. Manish Kumar
5. Shri Binay Sarawgi
6. Dr. R.N.Sinha
7. Shri Sanjay Kumar
8. Dr. Markus Barla
9. Dr. N.V.A. Rao
10. Dr. Ashutosh Roy
11. Dr. Achal Sinha
12. Dr. Swarat Chaudhuri – Co-ordinator
13. Dr. B.Raipat
14. Dr. Raman Kumar Das
15. Dr. Rajiv R. Srivastava
16. Prof. A.K.Sinha – Exam. Controller
17. Fr. Anand Kerketta s.j- Sp. Invitee
18. Dr. nilima J.Toppo- Sp. Invitee
19. Dr. Nandita Das – Sp. Invitee
20. Dr. Swadha Prakash – Sp. Invitee

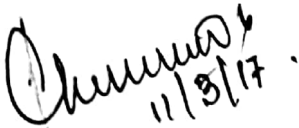
Minutes of the meeting

1. Resolutions taken in the last meeting held on 5th May,2016 were confirmed with a little change in point number 2.
2. During the action taken report the chairman, Fr. N.Tete informed the house that
 - i. RUSA has provided a fund of Rs. 1 crore (one crore only) to be utilised under the following heads

- a. Renovation of existing Infrastructure: renovation of Hall and whitewashing the entire college building has been carried out.
 - b. New Construction: Roof top class rooms/labs were built but payment is struck as RUSA wants things to be routed through Building construction Department of Jharkhand Govt.
 - c. Acquiring/purchasing new equipments: purchase of new equipments was made as per the sanctioned amount.
 - ii. The chairman informed the house that the college has already applied for NIRF(National Institutional Ranking Framework) and vice principal Fr.Nabor lakra s.j., being the co-ordinator for NIRF, further informed that few requirements were raised by NIRF and were duly taken care of. Answering a question raised by Mr. Sanjay Kumar regarding the efforts being made as to acquire a good ranking under NIRF, Fr. Nabor Lakra informed that all the required data are available in his office for the members to view.
3. During the course of the meeting it was announced by the Chairman that B.Ed. ; being the part of our college, also comes under the purview of NAAC and hence the department should start preparing separate AQAR and SSR. Fr. Anand was entrusted with forming a committee from within the B.Ed. faculty. However it was resolved that there will be no separate IQAC team for them.
 4. It was resolved that all 7 criteria required in IQAR should be placed in the agenda of every IQAC meeting with implementation and feedback report.
 5. It was resolved that 7 members from IQAC will be responsible for handling 1 IQAR criteria each and there will be 5 members from the faculty members of the college who will form the IQAR report writing team for furnishing IQAR reports for the years 2012-13, 2013-14, 2014-15, 2015-16 and 2016-17.
 - a. Dr. Swarat Chaudhuri was entrusted to form the teams and get them approved by the IQAC committee in its next meeting.
 - b. The committees should submit a completed IQAR (as mentioned in pt-5) report to the IQAC on or before 15th July, 2017.
 - c. The Peer team should furnish the SSR on or before 15th August, 2017 so that it can be forwarded to NAAC office.
 6. It was suggested that Outreach programs in the college should be well monitored and provisions should be there so that the students are encouraged to participate in outreach programmes. It was suggested that 1 extra credit point for outreach activities should be added to the existing course curriculum and it should be made mandatory for a student to acquire the credit during his/her three years of study programme.
 7. It was suggested that academic audit should be done by the college. The chairman suggested that members from our sister concern XISS can be invited to carry out the audit externally. It was suggested that the internal audit can be done by a team of

professors from within the college and the team may comprise of: three academic deans, the examination controller and the vice principal of the college.

8. During discussions on innovative practices Dr. N.V.A. Rao suggested some innovations to be made in the college website so that better implementation of ICT could be done. It was suggested that the departments should have their individual web space within the college web site where study materials, assignments, tutorials etc. can be uploaded. Prof. Sanjay Kumar informed the house that Dept. of physics is already into the practice but with a third party web site/space.
9. It was suggested by Prof. Manish Kumar to have a web based, course wise as well as teacher wise feedback system to be designed. A teacher should have access to his/her feedback by the students. The chairman suggested that the data should remain with IQAC so that it can be presented to NAAC team when required.
10. The meeting ended with a vote of thanks by the chairman.



11/5/17

Dr. Swarat Chaudhuri
Co-ordinator, IQAC



Dr. Fr. N. Tete, s.j
Chairman, IQAC