



## Internal Quality Assurance Cell North Bengal St. Xavier's College

### IQAC Meeting (Second Meeting)

Date: 6<sup>th</sup> December 2019, Time: 11.00AM

Venue : Conference Hall

**Agenda 1:** Review of minutes 1<sup>st</sup> IQAC meeting

**Resolution:** The minutes of the meeting held on 12<sup>th</sup> July 2019 are approved by the members

**Agenda 2:** Action taken report on the decision of the previous meeting

**Resolution:** Action taken report (attached) on the decision of the previous the meeting has been discussed

**Agenda 3:** To decide on an eco-friendly measure to reduce consumption of electrical energy and storing rainwater for use.

**Resolution:** Resolved that the eco-friendly measures should be initiated in the campus in order to reduce consumption of electricity and diesel; alternate energy source can be used

**Agenda 4:** To decide the plan of action for NAAC .

**Resolution:** The College will apply for NAAC during the academic years 2020-21; Preparation for NAAC SSR must begin with immediate effect.

**Agenda 5:** To decide the plan of action for Gender Audit and Green Audit.

**Resolution:** The College makes a provision for the Gender Audit as well as Green Audit for the academic session 2019-20.

**Agenda 6:** To decide about NSS annual camp

**Resolution:** NSS camp for this session is will be held at Kheripara Village from 17<sup>th</sup> to 23<sup>rd</sup> January 2020. Students of the Siliguri campus will also join the program

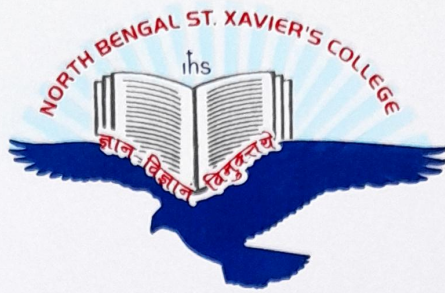
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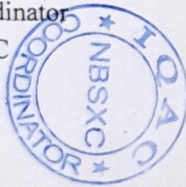




**Agenda 7:** Review of existing feedback mechanism

**Resolution:** Feedback system should be an integral part of the Institution's administrative and academic process in the context of quality. Hence IQAC must outline and suggest necessary steps to the authority on how to improve our feedback system.

(Dr. Bipranch Kumar Tiwary)  
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(Fr. Dr. Lahit P. Tirkey, SJ)  
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