



**North Bengal St. Xavier's College**  
**Internal Quality Assurance Cell (IQAC)**  
**Rajganj, Siliguri**

**Action taken report on decisions of the previous meeting held on  
28<sup>th</sup> March, 2022**

**Agenda 1:** Review of previous meeting.

**Action Taken:** The minutes of the meeting held on 28th March 2022 are approved by the members.

**Agenda 2:** Proposal for Academic and Administrative audit and Green Audit

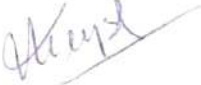
**Action Taken:** The IQAC Coordinator proposed that an Academic and Administrative audit (AAA) and Green Audit are required for the current session. IQAC Chairman suggested to form a committee that will take care of all the required documentation for AAA headed by IQAC Coordinator. He also suggested that the Nature club will prepare documents for Green Audit under the monitoring of IQAC and the audit will be done by an external agency.

**Agenda 3:** Presentation of AQAR 2020-21


**Action Taken:** AQAR 20-21 was submitted to NAAC

**Agenda 4:** Promote to conduct more extracurricular activities and events.

**Action Taken:** Departments and cells have conducted several extracurricular activities

  
Dr. Fr. Lalit P Tirkey  
IQAC Chairperson  
North Bengal St. Xavier's College



  
Dr. Biprakash Kumar Tiwary  
IQAC Coordinator  
North Bengal St. Xavier's College