



North Bengal St. Xavier's College
Internal Quality Assurance Cell (IQAC)

Rajganj, Siliguri

Minutes of meeting held on 13th January, 2022

Agenda 1: Review of previous meeting.

Resolution: The minutes of the previous meeting are approved by the members.

Agenda 2: Review of NAAC 1st Cycle peer team report.

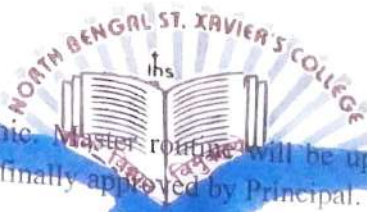
Resolution: IQAC Coordinator presented and briefed the NAAC report in detail with the members. Based on the recommendations of NAAC peer team, admission of Students in sports Quota and also to provide scholarship on the basis of performances has been suggested by members. The college also may sign MoU with training institutes and same can be done to promote the National/International participation under cultural activities. Members also proposed for introduction of Diploma Courses in Bioinformatics and Tally. However, Chairperson of the IQAC asserted that college need to ensure the sustainability of Vocational course. He also encouraged to design our own program with consent from competent authority and suggested to design at least one skill based program for this session. Members have been shown their concern to enhance the involvement of Alumni association. They have suggested to keep contact with outgoing students. Reunion program can be conducted regularly. Invitation for college Day/ Cultural event or sports day can be sent via emails.

Agenda 3: Proposal for promoting research culture in college.

Resolution: External expert Dr. Anoop Kumar suggested to provide financial support by the college to the faculty. To develop research ecosystem a committee, need to be formed immediately. The awareness program may be conducted to encourage the faculty to apply for funds in different funding agencies. Members suggested to constitute a committee for research publication among the IQAC members.

Agenda 4: Class routine for the semesters.

Resolution: Routines will be prepared by the respective department and will be submitted to the Vice-Principal (Academic). The master routine will be compiled by



Vice-Principal Academic. Master routine will be uploaded on college website after approval of IQAC and finally approved by Principal.

Agenda 5: To organise more interdisciplinary seminar/webinar.

Resolution: Members have suggested to encourage departments to organise seminars with inter/intra institutional collaborations.

Agenda 6: Preparation of AQAR 2020-21.

Resolution: All Department will submit the required data to IQAC. Head of Department may assign one faculty dedicated for the compilation of departmental data. IQAC members, Dr. Bipransh Kumar Tiwary, Ms. Priyanka Chakraborty, Ms. Nitya Rai and Mr. Partha Sarthi Dutta will compile the data in required format.

Agenda 7: Designing of Course Outcome.

Resolution: The process to substantiate the course outcome must be approved. Some quantitative measures need to be considered while preparing the course outcome. We can also consider the course objective prepared by the University of North Bengal.

Agenda: Online Practical Classes.

Resolution: External expert Dr. Anoop Kumar suggested to conduct practical online by sharing video performed by teachers. It was also suggested to conduct *viva-voce* by creating questionnaire based on the demonstration.

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



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

