



ST. XAVIER'S COLLEGE OF EDUCATION (AUTONOMOUS)

Digha Ghat P.O., Patna – 800 011, Bihar, India

NAAC Accredited with 'A' Grade (3rd cycle)

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Affiliated to Aryabhata Knowledge University, Patna

6th INTERNAL QUALITY ASSURANCE CELL MEETING

Held on 13/02/2023

The Proceedings of the 6th Internal Quality Assurance Cell Meeting was held on 13/02/2023 at 3:00 P.M. in the Conference Room at St. Xavier's College of Education, (Autonomous), Patna Affiliated to Aryabhata Knowledge University, Patna.

Agenda:

- 1. New Academic Session 2023-2025**
- 2. Approval of Academic Calendar**
- 3. Academic Activities**
- 4. Documentation of evidence for SSR**
- Any Other**

The following members were present for the meeting:

1. Prof. Dr. Ignatius Topno, S.J., **Chairperson**
2. Fr. Norbert Menezes, S.J.
3. Fr. Victor Lazarus, S.J.
4. Prof. Madhu Singh, **Coordinator**
5. Dr. Sushil Kumar Singh
6. Mr. Deep Kumar
7. Dr. Vikramjit Singh
8. Dr. Nimisha Srivastava
9. Dr. Sapna Suman
10. Fr. Edison Armstrong, S.J.
11. Dr. Marie Anne D'Cruze
12. Mr. Dipesh Kumar
13. Dr. Fr. Sushil Bilung, S.J.
14. Mr. Rajesh Kumar
15. Mr. A.G. Rozario
16. Fr. Johnson Kelakath, S.J.
17. Mr. Vijay Khalkho

Principal

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The chairperson, Prof. (Dr.) Ignatius Topno, S.J. welcomed all the members of the IQAC, followed by the reading of the minutes of the previous Internal Quality Assurance Cell meeting held on **26/08/2022**, the IQAC members discussed the above agenda judiciously and took the following resolutions:

Agenda1: New Academic Session 2023-2025

It was discussed that the admission will take place after CET for B.Ed. Programme and the new academic session will start from July 2023

Agenda2: Approval of Academic Calendar

The Academic Calendar 2023-2025 was thoroughly discussed as per suggestions of the committee with minor changes were being made and approval.

Agenda3: Academic Activities


It was discussed that the Academic activities like Inter College Indoor/Outdoor Sports meet, Competition, and Visit SCERT for the B.Ed. & M.Ed. students


Agenda4: Documentation of evidence for SSR

It was told that proper documental proof/evidence is to be collected and kept ready.

4. Any Other: No other topics were discussed.


Chairperson


Coordinator of IQAC 13.02.2023


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Members Present for the IQAC Meeting on 13/02/2023

Sl. No.	Name & Designation & Address	Signature
1.	Prof. Dr. Ignatius Topno, S.J., Chairperson, Principal St. Xavier's College of Education (Autonomous), Digha Ghat, Patna-800011	 13/2/2023
2.	Fr. Norbert Menezes, S.J., Vice President, (Management), St. Michael's Resident Digha Ghat, Patna-800011	 13/2/2023
3.	Fr. Victor Lazarus, S.J. Controller of Examinations, St. Xavier's College of Education (Autonomous), Digha Ghat, Patna-800011	 13/2/23
4.	Prof. Madhu Singh Coordinator, Professor, St. Xavier's College of Education (Autonomous), Digha Ghat Patna-800011	 13.02.2023
5.	Dr. Sushil Kumar Singh Teacher Representative, Associate Professor, St. Xavier's College of Education (Autonomous), Digha Ghat Patna-800011	 13/02/2023
6.	Dr. Nimisha Srivastava Teacher Representative, Associate Professor, St. Xavier's College of Education (Autonomous), Digha Ghat Patna-800011	 13/2/23
7.	Mr. Deep Kumar Teacher Representative, Assistant Professor, St. Xavier's College of Education (Autonomous), Digha Ghat Patna-800011	 13/02/2023
8.	Dr. Vikramjit Singh Teacher Representative, Assistant Professor, St. Xavier's College of Education (Autonomous), Digha Ghat Patna-800011	 13/2/23
9.	Dr. Sapna Suman Teacher Representative, Assistant Professor, St. Xavier's College of Education (Autonomous), Digha Ghat Patna-800011	 13/2/2023
10.	Fr. Edison Armstrong, S. J. Employer, Principal, St. Michael's High School, Digha Ghat, Patna-800011	 Absent
11.	Dr. Marie Anne D'Cruze Alumni, Vice Principal, St. Michael's High School, Digha Ghat, Patna-800011	 13/2/23

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12.	Mr. Dipesh Kumar Students, St. Xavier's College of Education (Autonomous), Digha Ghat, Patna-800011	<i>Dipesh Kumar</i> 13/02/2023
13.	Dr. Fr. Sushil Bilung, S. J. Local Society Member, Sanjivan Niwas, Patna-800011	<i>Sushil Bilung</i> 13/02/2023
14.	Mr. Rajesh Kumar Librarian, St. Xavier's College of Education (Autonomous), Digha Ghat, Patna-800011	<i>Rajesh Kumar</i> 13/02/2023
15.	Mr. A.G. Rozario Parent Representative, Don Bosco Academy Digha Ghat, Patna-800011	<i>A.G. Rozario</i> 13/02/2023
16.	Fr. Johnson Kelakath, S.J. Administrative Officer, St. Xavier's College of Education (Autonomous), Digha Ghat, Patna-800011	<i>Absent</i>
17.	Mr. Vijay Khalkho, Administrative Officer, St. Xavier's College of Education (Autonomous), Digha Ghat, Patna-800011	<i>Vijay Khalkho</i> 13/2/2023

[Signature]
Chairperson

[Signature]
Coordinator of IQAC
13-02-2023

[Signature]
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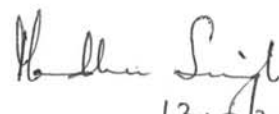
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ACTION TAKEN REPORT

S. No.	Agenda	Decision	ATR
	To consider the Confirmation of Minutes of the IQAR Meeting held on 26/08/2022	Minutes of the IQAC Meeting held on 26/08/2022 were confirmed.	Confirmed
1.	New Academic Session 2023-2025	The B.Ed. 2023-2025 academic session will start in July 2023	Noted
2.	Approval of Academic Calendar	Went through the academic calendar and finalized it with minor changes.	Approved
3.	Academic Activities	Decided to conduct Academic activities like Inter College Indoor/Outdoor Sports meets, Competitions, and Visits of SCERT for the B.Ed. & M.Ed. students.	Noted
4.	Documentation of evidence for SSR	Supporting documents of Metrics in the prescribed format.	Confirmed
5.	Any other	No other topics were discussed.	Concluded


Chairperson


Coordinator of IQAC 13.08.2023


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