

ST. XAVIER'S COLLEGE OF EDUCATION
(Autonomous)

ARYABHATTA KNOWLEDGE UNIVERSITY

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

SECOND INTERNAL QUALITY ASSURANCE CELL MEETING

AFTER AUTONOMY : 24/08/2020

Proceedings of the second Internal Quality Assurance Cell Meeting after autonomy, held on 24/08/2020 at 03.30 P.M. in the Conference Room at St. Xavier's College of Education, Patna (Autonomous), Aryabhata Knowledge University, Patna

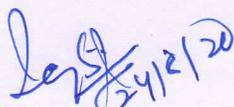
Agenda:

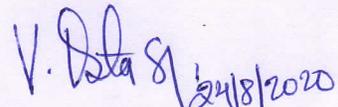
- (1) Welcome
- (2) Academic session 2020-22
- (3) On-line classes & other activities B.Ed. & M.Ed. 2019-21
- (4) Semester-end examinations 2018-20
- (5) IQAC External Peer Team visit and report writing for 2020
- (6) NAAC RAR 4th Cycle
- (7) Any other

Resolutions:

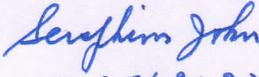
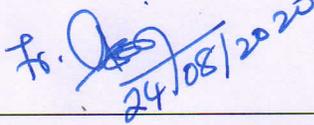
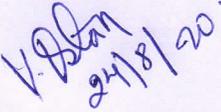
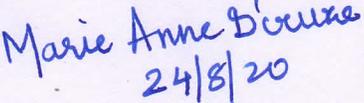
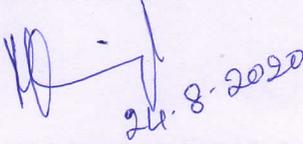
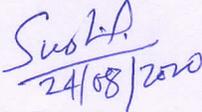
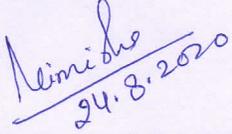
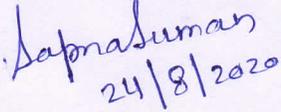
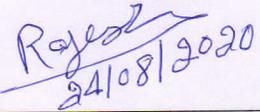
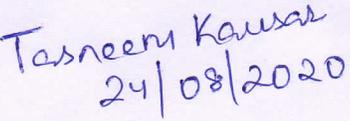
Agenda 1	Welcome
Decision	The newly appointed Chairperson (Principal), Prof. (Dr.) Ignatius Topno, S.J. welcomed all the members. The members Congratulated Prof. (Dr.) Ignatius Topno, S.J. for his new position.
Agenda 2	Academic session 2020
Decision	Since lockdown continued, there was no sign of starting the new session, yet the academic calendar was roughly prepared and kept ready adding some new programmes.
Agenda 3	On-line classes & other activities B.Ed. & M.Ed. 2019-21.
Decision	Resolved that the schedule and course design for on-line classes and other activities for B.Ed. & M.Ed. 2019-21 be prepared and classes can be continued on-line. Since we cannot decide the dates for internship due to lock down, it can be conducted after lock down (if possible) otherwise we may have to think an alternate for the same later on.

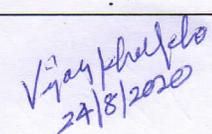
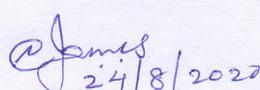
Agenda 4	Semester-end examinations 2018-20
Decision	Resolved that if the Pandemic situation changes and the lock down is called-off, we can conduct the semester-end examination by the last week of September 2020.
Agenda 5	IQAC External Peer Team visit and report writing for 2020
Decision	Resolved that taking into consideration the present situation of the Pandemic, we cannot invite the External Peer Team for inspection and report writing with regard to the performance of the college and sending the report to UGC. If the COVID-19 situation changes we can think of inviting the Peer Team during November-December, 2020.
Agenda 6	NAAC RAR 4 th Cycle.
Decision	Resolved to start the process of preparing the NAAC RAR for the 4 th Cycle Assessment and Accreditation.
Agenda 7	Any other topics with the permission of the chair
Decision	The coming events like Teachers' Day, Hindi Diwas, were briefly discussed. The members said that if the present situation of COVID-19 changes, we can conduct the programmes at the college if not we may have to cancel the same or conduct them on-line.


Chairperson


Co-Ordinator

Members Present: (24/8/2020)

Sl.No.	Name & Designation & Address	Signature
1	Fr. Seraphim John, S.J. Vice-President St. Michael's Residence Digha Ghat P.O., Patna - 800011	 24/8/2020
2	Fr. Armstrong Edison, S.J. Principal St. Michael's Higher Secondary School Patna	 24/08/2020
3	Dr.(Fr.) Ignatius Topno, S.J.(Chairperson), Principal St. Xavier's College of Education Digha Ghat P.O., Patna - 800011	 24/8/20
4	Fr. Victor Osta, S.J. Co-ordinator IQAC St. Xavier's College of Education Digha Ghat P.O., Patna - 800011	 24/8/20
5	Dr. Marie Anne D'Cruz Asst. Professor St. Xavier's College of Management & Technology, Digha Ghat, Patna	 24/8/20
6	Dr. Madhu Singh, Associate Professor St. Xavier's College if Education Digha Ghat, Patna - 800 011	 24.8.2020
7	Dr. Vikramjit Singh Associate Professor St. Xavier's College if Education Digha Ghat, Patna - 800 011	 24/08/2020
8	Dr. Sushil Kumar Singh Asst. Professor St. Xavier's College if Education Digha Ghat, Patna - 800 011	 24/08/2020
9	Dr. Nimisha Srivastava Asst. Professor St. Xavier's College if Education Digha Ghat, Patna - 800 011	 24.8.2020
10	Dr. Sapna Suman Asst. Professor St. Xavier's College if Education Digha Ghat, Patna - 800 011	 24/8/2020
11	Mr. Rajesh Kumar Librarian St. Xavier's College if Education Digha Ghat, Patna - 800 011	 24/08/2020
12	Ms. Tasneem Kausar (Student Representative) M.Ed. Student St. Xavier's College of Education Digha Ghat, Patna	 24/08/2020

Sl.No.	Name & Designation & Address	Signature
13	Mr. A.G. de Rozario (Parent Representative IQAC) Director Don Bosco Academy Digha Ghat, Patna	Absent
14	Dr. Sushil Bilung, S.J. Local Society member Sanjivan Niwas Patna	 24/8/20
15	Mr. Vijay Khalkho, Administrative Officer, St. Xavier's College of Education, Digha Ghat, Patna - 800 011	 24/8/2020
16	Ms. Claramma James Administrative Officer St. Xavier's College of Education Digha Ghat, Patna - 800 011	 24/8/2020

**Action Taken Report of 2nd IQAC Meeting (after autonomy) on
24/08/2020**

Sl.No.	Agenda	Decision	ATR
1	Welcome	The new Chairperson (Principal) Prof. (Dr.) Ignatius Topno, S.J., welcomed all the members and the members congratulated the new Principal.	Noted
2	Academic session 2020	Due to lock down, starting of the new session 2020-22 could not be decided, yet the academic calendar was roughly prepared and kept ready adding some new programmes.	Noted
3	On-line classes & other activities B.Ed. & M.Ed. 2019-21.	Resolved to continue on-line classes and other activities for B.Ed. & M.Ed. 2019-21. Schedule and course design for the same was prepared. Because of the uncertainty of calling-off the lock down, starting of internship was not decided.	Noted
4	Semester-end examinations 2018-20	Resolved to conduct the semester-end examination of B.Ed. & M.Ed. 2018-2020, by the last week of September 2020, if the present situation of the Pandemic changes.	Noted
5	IQAC External Peer Team Visit	Resolved if the current situation of COVID-19 changes, the inspection of IQAC External Peer Team and report writing with regard to the performance of the college can be extended to November-December, 2020.	Noted
6	NAAC RAR 4 th Cycle.	Resolved to start the process of preparing the NAAC RAR for the 4 th Cycle Assessment and Accreditation.	Decided
7	Any other topics with the permission of the chair	The coming events like Independence Day, Teachers' Day were briefly discussed and if the present situation of COVID-19 changes we can conduct the programme at the college, otherwise we may have to cancel the same.	Noted


Chairperson


Co-ordinator