



Internal Quality Assurance Cell

ST. XAVIER'S COLLEGE
(An Autonomous College, affiliated to Ranchi University)
RANCHI, JHARKHAND 834 001

Tel: 0651-2214301, 2214 935
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Minutes of the meeting held on 14th of August, 2012

A meeting of IQAC was held on 14th of August, 2012 at 2:00 pm in the conference hall of the college with following agenda:

1. Visit of NAAC peer team in the month of September, 2012.
2. Report of Grade Formulation Committee
3. Presentation on college profile
4. Academic Council Meeting
5. Improvement upon Campus ambience
6. Discussion on Library software and networking
7. Improvement in Library facilities
8. Any other matter

Following members of the committee were present:

1. Dr. Fr. N. Tete s.j. – Chairman
2. Fr. Dr. N. Lakra s.j.
3. Fr. C. de Brouwer
4. Dr. R. N. Sinha
5. Dr. G. Jha
6. Dr. Sujit Bose
7. Fr. Walter Ekka s.j.
8. Shri Sanjay Kumar – Coordinator
9. Shri B. K. Sinha
10. Dr. N. V. A. Rao

Minutes of the meeting:

1. Resolutions taken in the last meeting were confirmed.
2. In view of the visit of NAAC peer team it was resolved that prof. B. K. Sinha and Dr. N. V. Apparao be given responsibility of making arrangements for stay of the team in Ranchi.
3. Draft of The Academic Manual for St. Xavier's College was presented by the Chairman of the Grade Formulation committee, Dr. R. N. Sinha and the same was approved by the IQAC, St. Xavier's College, Ranchi. It was resolved that the draft be circulated amongst the teaching staff of the college for their comments and suggestions after which that might be placed in the forthcoming Academic Council Meeting for approval.
4. It was resolved that the college profile for the NAAC team shall be prepared by the principal with the help of teachers from computer department.
5. It was resolved that 8th Academic Council meeting be held on 25th of August, 2012.




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6. To improve campus ambience a number of suggestion were put forward and it was resolved that let the respective Head of the Departments decide what they need and convey same to the Principal in writing.
7. Members of the committee visited the Central Library and found that software prepared for Library was working properly. It was found that the Departmental Library and Central library were on a network and access to the books by students has been made easier now.
8. During visit to the Central Library it was found that there were a large number of books not being used by the students anymore. It was suggested that such books be identified and looking at the limited space available in the library, be dumped at some other place. It was further resolved that PG Central Library with open access to books be made functional.
9. Animal Ethical Committee proposed by the Department of Zoology was approved with following members
 - i. Dr. Fr. N. Tete sj, Principal SXC, Ranchi (Chairman)
 - ii. Fr. C. D. Brouwer, SXC, Ranchi
 - iii. Dr. S. Haque Nizami, Director, CIP, Ranchi
 - iv. Dr. Tulsi Mahto, Director, RIMS, Ranchi
 - v. Dr. Khalique, PG Dept. of Psychology, RU, Ranchi
 - vi. Prof. N. S. Sen , PG Dept. of Zoology, RU, Ranchi
 - vii. Prof. M. P. Sinha, PG Dept. of Zoology, RU, Ranchi
 - viii. Dr. Bharti Singh Raipat, Dept. of Zoology, SXC, Ranchi
 - ix. Ritesh Kumar Shukla, Dept. of Zoology, SXC, Ranchi, (Convener/Member Secretary)


(Sanjay Kumar)
Coordinator, IQAC


(Dr. Fr. N. Tete, s.j.)
Chairman, IQAC