



ST. XAVIER COLLEGE

(Permanent Affiliation to Nagaland University)

P.B.NO. 18, JALUKIE P.O, PEREN DT

NAGALAND – 797110

Website: www.stxaviercollegejalukie.org

E-mail: stxaviercollegejalukie@gmail.com, Office: 03839-220319



INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

The 1st IQAC meeting of the academic session 2023-2024 was held on Wednesday i.e., 16th August 2023 in the conference hall at 8:15 AM. The meeting began with the arrival of the Chairman and the invocation of God's presence by Ms. Chonchibeni T. Jungi.

Agenda

- Preparation of AQAR 2022-23
- Review on Department activities

Decision

1. Timely submission of Reports of various activities to IQAC office.
2. Syllabus Plan, Note Outline, Evaluation and Remedial Measures must be prepared based on Course Outcomes.
3. Every department must conduct either Departmental or inter-departmental seminar in an academic session.
4. Mentoring of students must be carried out effectively.

The meeting was adjourned at 8:40 AM.



Signature of the Principal
Principal
St. Xavier College
Jalukie-797110, Nagaland



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INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting

16th August, 2023

Members Present

Sl. No	Name	Designation	Signature
1.	Paikulung Andrew Panmei	IQAC, Coordinator	
2.	Fr. Remy Sebastian	Vice-Principal	
3.	Fr. Kevishi Solomon	Administrator	
4.	Fr. Francis	Principal	
5.	Diegelhoulic	Lecturer	
6.	Kangzangyilungbe	Office Asst.	
7.	Heigunlungbe H Anastasia	Asst. Prof.	
8.	Dawni Akash	Lecturer	
9.	Kevichisei Agnes	Asst. Prof.	
10.	Chenchibeni Jungi	Asst. Prof.	
11.			
12.			



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

20th Sept. 2023

On 20th Sept. 2023, IQAC held its meeting at the Conference Hall from 8.15 AM to 9 AM. The meeting began with the arrival of the Chairperson and invocation of God's blessings by Ms. Anastasia.

Agenda of the Meeting

- Report of AQAR 2022-23 preparation
- Remedial measures for Slow learners
- Updates on Library

Resolutions

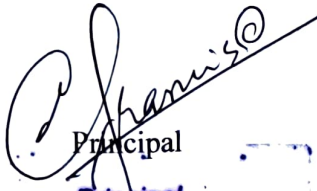

After a thorough discussion, the following decisions were taken:

1. Subject teachers will take special remedial measures for slow learners through Re-Test, Essay writing on specific topics, and Guided study hour.
2. Teachers were advised to provide list of books required in their respective subjects to the Librarian for purchase of books.

The meeting concluded with the Principal's words of encouragement in the journey of providing quality system of education.


IQAC Coordinator

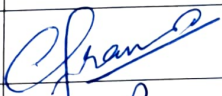
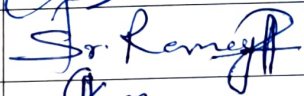

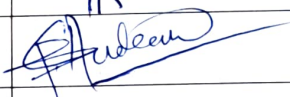
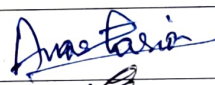






Principal



IQAC Meeting

20/09/2023

List of participants

Sl. No	Name	Designation	Signature
1.	Rev. Dr. Francis S Cheerangal	Principal	
2.	Rev. Sr. Rency Sebastian	Vice Principal	
3.	Rev. Fr. Solomon Kevishi	Administrator	
4.	Gaikulung Andrew Panmei	IQAC Coordinator	
5.	Ms. Chonchibeni T Jungi	Member	
6.	Ms. Heigunlungle H Anastasia	Member	
7.	Ms. Kevichiiseii Agnes	Member	
8.	Md. Naomi Magh	Member	




Principal
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Jalukie-797110, Nagaland



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MINUTES OF THE MEETING

IQAC held its meeting on Wednesday i.e., 15th November 2023 in the conference hall at 8:15 AM. The meeting began with the arrival of the Chairman and the invocation of God's presence by Sir Ramthai.


Agenda

- Update on Preparedness of AQAR 2022-23
- Half Yearly Report of activities
- Remedial Measures after Model Test


Decision

1. To review and update reports of various activities to IQAC office.
2. Remedial Measures in the form of guided Essay writing and revision for the forthcoming End semester Examination to be followed up for weaker students.

The meeting was adjourned at 8:40 AM.


Coordinator




Principal
Principal
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INTERNAL QUALITY ASSURANCE CELL

List of participants

Sl. No	Name	Designation	Signature
1.	Dr. Fr. Francis CS	Principal	[Signature]
2.	So. Renegey	Vice principal	[Signature]
3.	Mr. Kenish Solomon	Administrator	[Signature]
4.	Sr. Mary	Asst. Professor	[Signature]
5.	KANGZANG YILUNGBE	Office Assistant	[Signature]
6.	Anastasia	Asst. Prof.	[Signature]
7.	Esther Isanglan	Asst. Prof.	[Signature]
8.	Viktorov	"	[Signature]
9.	Kenichien Agnes	"	[Signature]
10.	Chonchibeni	Asst. Prof.	[Signature]
11.	Piiranglungle	"	[Signature]
12.	Ramthai	"	[Signature]
13.	Thinasinuo	"	[Signature]
14.	Akomi Magh	"	[Signature]
15.	Dominic Male	"	[Signature]
16.	Kongionui	"	[Signature]
17.	Siba	"	[Signature]
18.	Lentsumong Y	"	[Signature]
19.	Pemangchonghe	"	[Signature]
20.	Riegelholic	"	[Signature]
21.	Gairikung Andrew Pannei	Assistant Professor IQAC Coordinator	[Signature]





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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

21/02/2024

On 21st February, 2024 IQAC Meeting was held in the conference hall from 8:15 AM to 9.05 AM. The meeting began with the arrival of the Chairman.

Agenda

1. Annual Quality Assurance Report
2. Academic Concerns
 - a. Mentoring
 - b. Students Academic Performances
 - c. Teachers management in their classes
3. ICT facilities
4. Faculty Professional Development
5. Research Projects/Workshops
6. MoUs based activities/events

Resolutions

The Meeting, after much discussions and reasoning, adopted the following resolutions.

1. Annual Quality Assurance Report

- a. Annual Quality Assurance Report 2022-23 to NAAC portal will be submitted before 27th February, 2024.
- b. Annual Quality Assurance Report 2023-24 to IQAC will be submitted on 29th February 2024 by each Criterion in-charges.

2. Academic Concerns

- a. Mentoring of students to be continued in this semester.
- b. Each faculty must take extra efforts to ensure 100% pass percentage of students in every semester.
- c. Teaching faculty is encouraged to maintain professional touch in classrooms management in the teaching-learning processes.



3. Usage of ICT facilities

- a. Teachers are encouraged to use the available ICT facilities for teaching-learning purposes.

4. Faculty Professional Development

- a. Every teaching faculty has to submit his/her Self Appraisal report to review his/her professional growth.
- b. Interested/eligible faculty may look out for Research fellowships through USIEF.

5. Research Projects/Workshops


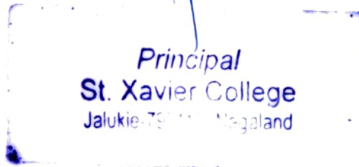
- a. Each department of the college is advised to connect with ICSSR, ~~NEHU~~ Shillong, Meghalaya for research projects/other relevant academic activities at the earliest.

6. MoUs based activities/events

- a. Departments/Clubs of the college are requested to conduct few activities based on the existing MoUs to ensure collaborative learning environment with other educational institutions/industries/any other relevant agencies.



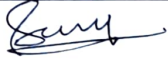

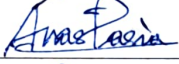





Coordinator





Principal


IQAC Meeting 21/02/2024

List of participants

Sl. No	Name	Designation	Signature
1.	Fs. Francis	Principal	
2.	Chonkibeni	Asst. Professor	
3.	Gabriel Ginkhomang	Asst. prof.	
4.	Naomi Mezha	"	
5.	Anastasia Heraang	"	
6.	Frankenishi Solomon	Administrator	
7.	Sr. Remy Sebastian	Vice-Principal	
8.	Kerichisen Agnes	Asst. Professor	
9.	Ginkulung Andrew Panmei	IQAC Coordinator	
10.			
11.			





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On 24th April, 2024, IQAC conducted its meeting in the Conference Hall. It began at 8.15 am with invocation of God's blessing and an introductory note from Rev. Dr. Francis S Cheerangal (Principal). The meeting concluded at 9.20 AM.



Agenda

1. Submission of Staff Self-Appraisal
2. Preparation and collection of feedback from students, staff and alumni on curriculum and syllabus 2023-24.
3. Academic Planning for the Academic Session 2024-25

Decisions




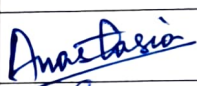
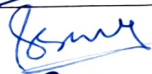

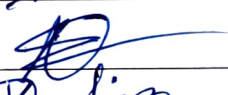
1. To submit Staff Self-Appraisal to IQAC and will be reviewed by the Principal.
2. IQAC will prepare questionnaire for feedbacks from students, teachers and alumni, and would be collected with the assistance of teachers.
3. Academic Planning for the session 2024-25 would be coordinated by IQAC in consultation with the Management and staff.
4. Besides, the Principal advised the Head of Departments to set up Department Museum by using the cultural items donated by students in their respective Department Classrooms before Inspection from Nagaland University.


IQAC Coordinator



Principal


IQAC Meeting 24/04/2024

List of participants

Sl. No	Name	Designation	Signature
1.	Rev. Dr. Francis S Cheerangal	Principal	
2.	Sir Gaikulung Andrew Panmei	IQAC Coordinator	
3.	Ms. Chonchibeni T Jungi	Head, Education Dept	
4.	Ms. Heigunlungle H Anastasia	Head, English Dept	
5.	Sir Ginkhomang Khongsai	Head, History Dept	
6.	Ms. Kevichiiseii Agnes	Head, Political Science Dept	
7.	Md. Naomi Magh	Head, Sociology Dept	
8.	Sir Kangzang John Nza	Office Assistant	