

Minutes of the IQAC (Micro) meeting No. 6 held on September 3, 2016
Time: 11.00am onwards

A meeting of the Micro IQAC was held on September 3, 2016. The points discussed were the following:

- 1.0. Preparing Plan of action for the year 2016-17. A brief outline was proposed for all the members to scrutinize and suggest modifications.
- 2.0. The Coordinator requested help from the group for completing the AQAR 2016 to be submitted to NAAC. Dr Clement, Dr Arti Oza and Prof. Bhadauria have offered to help.
- 3.0. Preparing a format for syllabus evaluation: The College is in the autonomy mode and it was suggested by the Academic Council that an evaluation of the syllabus must be carried out. The micro IQAC felt that this evaluation should be conducted at two levels: The content of the syllabus should be evaluated by each department and the delivery should be evaluated by students.
 - 3.1. It was felt that college should lay down guidelines for general behavior and disciplinary matters in the college from day 1. Autonomous status should bring an overall change. Xavier's should be seen as an institute for serious study only.
 - 3.2. College should take every step to prevent indisciplinary activities happening on campus.
 - 3.3. The committee felt that once the format is ready, all HoD should be taken into confidence to get the evaluation done.

3.4. The evaluation must focus on the purpose of revising the syllabus under autonomous system and upgrading to suit the need of above average students

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