

# ST. XAVIER'S COLLEGE (AUTONOMOUS)

Re-accredited with 'A' (CGPA 3.41 out of 4) by NAAC (3<sup>rd</sup> Cycle) | Affiliated to Gujarat University

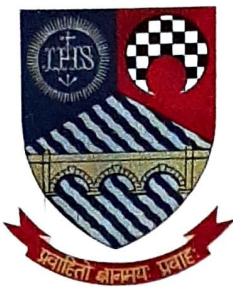
**St Xavier's College (Autonomous), Ahmedabad**  
**Minutes of the Internal Quality Assurance Cell Meeting No. 8**  
**Venue: Board Room**  
**Date: 8<sup>th</sup> February 2020 Time 11 am onwards**

Meeting No. 8 of the Internal Quality Assurance Cell was held on February 8<sup>th</sup>, 2020 from 11 am onwards. Dr Surendra Bakshi and Ms Dipali Vijn were absent.

The chairperson Fr. (Dr.) Lancelot D'Cruz conducted the meeting. The meeting began with a welcome address by Fr. (Dr.) Lancelot D'Cruz, followed by a presentation of the developments in the College after the 7<sup>th</sup> IQAC meeting.

1. The members were informed of the developments such as:
  - 1.1 The appointment of new members in the Board of studies of various departments, the Academic Council, Vice Principals and Heads of Department
  - 1.2 Initiatives taken by the college to start Ph. D. program as well as motivate faculty for Ph. D. guideship
  - 1.3 The steps taken to enroll students in the SWAAYAM programs
  - 1.4 The replacement of CIA-2 with innovative methods of assessment and the challenges faced therein; Dr. Nirmal Desai also informed about the change in scheme introduced in PG courses. Mr. Sudhir Jumani was highly appreciative of the change in the assessment method; he emphasized that this would lead to more skill development which is the need of the hour
  - 1.5 The reorganization of the soft skill and foundation courses by Fr. Vinayak which if designed and systematized properly, can be value added courses offered to all students
  - 1.6 The Faculty Development Programs on outcome-based education and on the new education policy
  - 1.7 New programs started and the new programs under consideration for the next academic year.





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2. The IQAC coordinator Dr. Clement Chammasheril then presented the MOM and ATR of 7th IQAC meeting

2.1 The MOM was approved by the members of the committee.

2.2 The Action Taken Report was also approved with a few suggestions. Mr. Sudhir Jumani recommended that since librarians are unavailable in the western part of the country, the college could explore the eastern sectors for librarians.

3. The IQAC coordinator then updated the members on the Self Study Report (SSR) Preparation for the NAAC

3.1 Fr. (Dr.) Lancelot D'Cruz and Mr. Sudhir Jumani were of the opinion that the questions in the SSR should be broken down and then given with deadlines to the departments.

3.2 Mr. Jumani also suggested that if needed external help should be sought to finish the SSR preparation as per the deadline

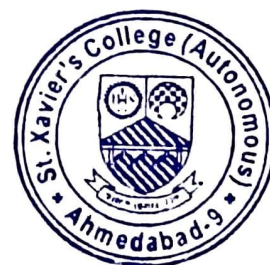
4. The Chairperson then proposed a vote of thanks to the members present

IQAC coordinator also thanked the members for their contribution.

CC

1. Fr (Dr) Lancelot D'Cruz SJ (Chair Person),
2. Dr Sudhir Jumani (External Expert)
3. Dr Surendra Bakshi (External Expert)
4. Ms Dipali Vijn (External Expert)
5. Fr Johnson Kuruvilla (Management Representative)

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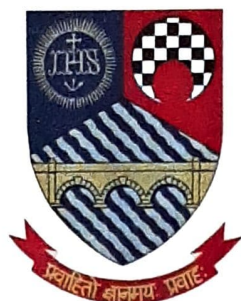
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6. Dr CJ Clement (IQAC-Coordinator)
7. Dr Nirmal Desai (CoE)
8. Dr BB Bhaduria (College representative)
9. Dr Arti Oza (College representative)
10. Dr Uma Harikrisnan (College representative)
11. Mr Agnelo Gonsalves (Administration)







# ST. XAVIER'S COLLEGE

ATR based on Meeting No. 7

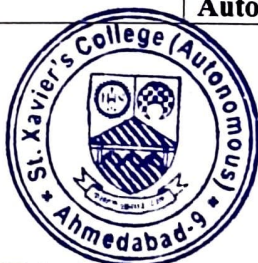
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### St Xavier's College (Autonomous), Ahmedabad ATR based on the Internal Quality Assurance Cell Meeting No. 7

In Meeting No. 7 of the Internal Quality Assurance Cell, held on August 18, 2018, many suggestions and recommendations were made. Based on priority and feasibility most of them were addressed and following action has been taken.

	Suggestion/Recommendation	Action Taken
1	Having a course on English speaking and Communication skills to enhance the employability of the students.	English Department started the course on English Speaking for vernacular medium students.
2	To have a lady Vice-Principal focussing on gender parity.	Dr Mallika Sanyal is appointed as Vice-Principal for the Science stream
3	Greater association with Parents as stakeholders to take education of the students in the right direction.	Department of Biochemistry and Biotechnology and UTCARSH had PTM (Parent-Teacher Meetings). All departments have made attempts to get feedback from parents on curriculum.
4	Avoid abrupt ending of the college programmes, by singing National Anthem.	National Anthem is being sung at the end of all important college programs.
5	Need for uniform working hours and having Biometric system installed.	Biometric system has been installed and compliance is insisted.
6	College should appoint a librarian in the present scenario rather than waiting for the Govt. appointment.	Librarians from IIM-A and Atmiya University visited the College Library and gave their inputs. Following which, the Principal along with a 4-member team visited Atmiya University, Rajkot.
7	Integrate more ICT enabled teaching and evaluation with the conventional mode.	Moodle is installed and all the staff and students are enrolled on Moodle. Moodle is being used for Conducting exams, sharing study material, syllabus, UTP, COs etc, for online assignments and feedback.
8	To collect the alumni fee along with semester 5 fees. The need to attract general public to Xavier's by organizing activities such as Garba, Anand Melo (Fairs), English and Gujarati Plays as it was done in past.	Fees are collected along with the Semester 5 fees. Integrated Annual Alumni meet along with the Cultural Fest of the College. Having events like Kabir Café are under consideration.
9	The need for visiting other Autonomous institutions of India by College faculty was recommended	4 teams comprising a total of 15 members visited four different Autonomous Colleges



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# ST. XAVIER'S COLLEGE (AUTONOMOUS)

Approved on Meeting No. 7

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10	Along with the implementation of Autonomous status, college should formulate policies on administrative positions and adhere to the policies.	Appointed an Academic Assistant with management expertise to frame policies along with other responsibilities.
11	There is also a need to invite more participation from staff members and making them responsible for the job.	Entire staff was involved in planning of academic calendar. Many are part of NAAC team for SSR preparation. Most of the NSCs had on an average 5 meetings. NSS, CWDC, UTCARSH have conducted many events with greater staff participation.
12	It was also recommended that there is a need to appoint new VP, HoDs with change of leadership.	New VPs and HoDs/Coordinators have been appointed in several Departments.



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