

Minutes of the IQAC Committee Meeting on Wednesday, February 10, 2016

Prof. Partho Mukherji, the IQAC Coordinator welcomed the Chairperson Fr. Principal Rev. Dr. J. Felix Raj SJ and the Committee Members.

The minutes of the previous meeting was confirmed by the members of the IQAC and duly signed by the Chairperson.

The following matters were discussed in the meeting:

- Prof. Mukherji informs the committee of the dates and details of the submission of different reports
 - April 2015 – Submitted Annual Quality Assurance Report (AQAR) 2013-14 to National Assessment Accreditation Council (NAAC)
 - September 2015 – Submitted report for All India Survey of Higher Education (AISHE) Data Capture Format II & IV for 2014-15 to Ministry of Human Resource Development, data till September 2014
 - January 2016 – Submitted report for National Institutional Ranking Framework (NIRF) for 2015 to MHRD
 - February 2016 – Submitted report for All India Survey of Higher Education (AISHE) Data Capture Format II & IV for 2015-16 to Ministry of Human Resource Development, data till September 2014
 - February 2016 – Ready with Annual Quality Assurance Report (AQAR) 2014-15 to be submitted to National Assessment Accreditation Council (NAAC)
 - April 2016 – SSR ready to finalize
- Father Principal states that special mention should be made in SSR of the St. Lawrence Campus and Raghampur Campus.
- Department of Education, which was accredited separately in the year 2012 will be a part of the SSR of the College for the 3rd Cycle of reaccreditation and the details will go as an Evaluative Report, as is with each department.
- Father Principal appoints core team to finalize SSR.
- Prof. Ashis Mitra mentions that the Academic Audit report for the year 2015-16 will be ready by the end of February 2016.
- Prof. Partho Mukherji reiterates that the professors must periodically update their academic achievements' details on the College portal created in collaboration with E-Paathsala. This will enable the IQAC Office to remain ready with the latest documents.

The Meeting ended with a vote of Thanks to the Chairperson.

Rev. Dr. J. Felix Raj SJ
Principal & Chairperson