

**Minutes of the IQAC Meeting held on 17<sup>th</sup> & 18<sup>th</sup> November 2023 to prepare for forthcoming Accreditation by NAAC**

**Members Present:**

1. Rev. Dr. Dominic Savio, SJ, Principal and Chairperson of IQAC
2. Vice Principals
3. Member Secretary Academic Council
4. Selected Faculty Members
5. Coordinator, IQAC

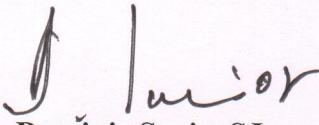
**Background of the meeting:**

The two-day meeting was called to prepare for forthcoming Accreditation by NAAC. Detailed discussion on the seven criterions were made in the meeting on 1<sup>st</sup> day (17-11-2023) and 2<sup>nd</sup> day (18-11-2023).

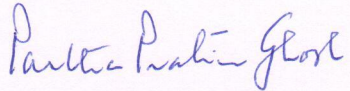
**Following discussions took place in the meeting-**

- Criterion 1 Coordinator, Dr. Ayan Chandra presented the updated templates and required documents for the finalization of the criteria.
- Criterion 3 Coordinator Dr. Samrat Roy presented the quantitative excel template and qualitative write-up.
- Dr. Arup Mitra, Controller of Examination was requested to check the research related work in criteria 3.
- Detailed presentation was made on Consultancy, Extension Services, Innovative Ecosystem etc., was made.
- Criterion 5 Coordinator, Dr., Chandrani Biswas presented the quantitative excel template and qualitative write-up.
- All the question is thoroughly checked and documents for each and every question are done properly.
- Dr. Partha Pratim Ghosh presented the quantitative excel template and qualitative write-up, Prof. Shalabh Agarwal made a detailed presentation on the admission data for the five years. He also shown the updated template related to admission.
- Criterion 4 Coordinator, Prof. Shalabh Agarwal, made a detailed presentation on the infrastructure data for the five years.
- It was also decided in the meeting that the ERP documents from the Treasury office, Examination System Screenshots will have made available as documents for Criterion 6.

The meeting ended with a Vote of Thanks to the Chairperson.

  
Rev. Dr. Dominic Savio, SJ  
Principal & Chairperson, IQAC

Principal  
St. Xavier's College  
(Autonomous)  
Kolkata

  
Dr. Partha Pratim Ghosh  
Coordinator, IQAC  
St. Xavier's College  
(Autonomous)  
Kolkata - 700 016