

**Minutes of the IQAC PARAMARSH Committee Meeting held on  
Monday, December 16, 2019 @ 10:30 am in Room No-15A**

**Members Present:**

1. Rev. Dr. Dominic Savio S. J. Principal and Accreditation Ambassador
2. Standing Committee for Mentoring Colleges under the UGC Scheme 'PARAMARSH' Members

**Background of the meeting:**

The meeting was called to discuss about the mentorship provided by the UGC under scheme named as 'PARAMARSH'.

**Following discussions took place in the meeting**

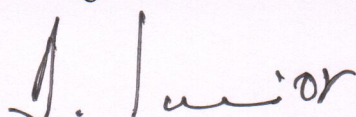
Dr. Partha Pratim Ghosh, the IQAC Coordinator welcomed the Principal and Accreditation Ambassador Rev. Dr. Dominic Savio S.J. and the faculty members.

- Fr. Principal chaired the meeting and called it to order.
- Dr. Ghosh, IQAC Coordinator gave a brief update on the current status of the UGC PARAMARSH programme of the College and requested Dr. Ayan Chandra Academic Council Member Secretary to explain the Plan of Action to the Committee Members.
- Dr. Chandra apprised the committee that he along with Dr. Ghosh had met the officials at UGC Office in New Delhi on 06<sup>th</sup> December, 2019 and obtained the Sanction letter for release of grant under the scheme. He informed the committee that the mentoring process should be initiated as early as possible and shared the detailed Plan of Action along with the timeline and the list of the Mentee Colleges. He also explained the components of the action plan in detail and invited the suggestion of committee members.
- Fr. Principal instructed the committee members to actively participate in the programme. He also directed that in the first round, the committee members should form groups and visit the various Mentee Colleges to assess their status with respect to the NAAC accreditation process.
- Dr. Ghosh informed the committee that the IQAC Office would send the committee members soft copies of
  - Plan Document for Paramarsh
  - List of the Mentee Colleges
  - NAAC Manual for Affiliated / Constituent Colleges

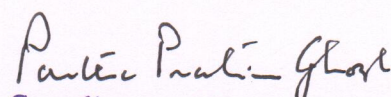
It was decided that the committee members would go through the above mentioned documents and send their choices for visiting the Mentee Colleges (minimum 2) at an early date.

- Fr. Principal informed the committee that the IQAC Coordinator and Member Secretary Academic Council would accompany him to visit St. Xavier's College, Burdwan (one of the Mentee College) for an initial contact meeting. He advised that similar initial round of contact visits to the Colleges situated within the city of Kolkata should be completed within the first fortnight of January 2020. The IQAC Office would send emails to inform the Mentee Colleges about the initial contact visits, with two suggested dates of visit for each Mentee College.

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



**Rev. Dr. Dominic Savio S.J.**  
**Principal & Accreditation Ambassador**  
**Principal**  
**St. Xavier's College**  
**(Autonomous)**  
**Kolkata-16**



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