

St. Xavier's University, Kolkata

Internal Quality Assurance Cell (IQAC)

Action Taken Report of the meeting

Held on 17th February 2021

The Minutes of the 2nd IQAC Meeting held on 17th, February 2021 at 03:00 PM in the Vice-Chancellor's Conference Hall.

The action taken based on the second meeting is as follows:

Agenda : 1 Confirmation of the 1st IQAC minutes of the meeting held on 13.07.19 and matter arising out of the meeting

The minutes of the 1st IQAC meeting are confirmed and the matters arising out of them are resolved.

Agenda : 2 Ratification of the Action Taken Report of 1st Academic Audit Conducted on 7th to 9th November, 2019.

The Action Taken Report of the 1st Academic Audit, conducted from November 7th to 9th, 2019, was ratified.

Agenda : 3 Present status of Internal Quality Assurance Cell and its activities

The IQAC coordinator furnished an annual activity report of the Internal Quality Assurance Cell and also submitted an Action Taken Report of the Academic Audit held on November 7th and 8th, 2019, in the meeting.

Agenda : 4 Roadmap to NAAC preparation

IQAC Coordinator presented a tentative roadmap of NAAC Preparation, and the work is in Progress.

Agenda : 5 Conducting an Internal Academic and Administrative Audit by IQAC

IQAC, under the coordinatorship of Dr. Tanushree Biswas, successfully conducted the Academic and Administrative Audit on 24th – 26th February, 2021. The Audit consisted of 7 external academicians from different fields.

Agenda : 6 A report on Admissions – 2020-21, 2021-22

Honourable Registrar, briefed about admission status report for the session 2020-21, strategies and norms for the upcoming year.

Agenda : 7 A Report by the Controller of Examinations of the Examinations held, and results published so far

The Controller of Examinations threw light on the process of the examinations and evaluation, especially in the COVID period.

Agenda : 8 Formation of various committees and their functioning

The formation of the IQAC Working Committee, constituted from July 2020 was approved in the meeting.

Agenda : 9 A report on various events, workshops, etc. organized by Departments/ Schools.

Annual event reports were presented by respective departments in the meeting.

Agenda : 10 Financial Position of the University

The IQAC Coordinator briefed us about the financial position of the university. The Finance Officer submitted a complete report to the audit members in the academic and administrative audit held on 24th- - 26th February, 2021.

Agenda : 11 Plan for the future; Academics and Infrastructure

The Institution is growing academically as well as infrastructure-wise. A new administrative building is in the process of completion along with plans further new academic building and a girls' hostel and a boys' hostel. The University began new courses in 2021, such as MA Psychology, and is in the process of beginning new courses in July 2022, such as M.Sc. Statistics, M.Sc. Computer Science, M.A. Philosophy.

Agenda : 12 Some of the salient Good Practices

Some of the good practises were mentioned by the IQAC Coordinator in the meeting. Since it is a continuous process, we are trying to develop and incorporate a few more good practises into the institution.

Agenda : 13 Establishment of the Alumni Association, SXUKAA

It was announced in the meeting that the St. Xavier's University, Kolkata Alumni Association (SXUKAA) become a member of the Jesuit Alumni Association of India (FOJAAI) and, as such, also of the World Union of Jesuit Alumni (WUJA).

Agenda : 14 Research Publications and Incentive Schemes

To promote a research culture, the university introduced research publications and incentive schemes, which have been approved.

Agenda : 15 Ph.D. Courses: A report by Ph.D. Coordinator

A status report of newly introduced Ph.D. courses was presented by the Ph.D. Programme Coordinator of the university.

T. Biswas 25/3/2022

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