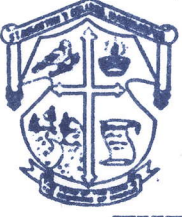


ST. AUGUSTINE'S COLLEGE



MANOHARPUR

WEST SINGHBHUM (JHARKHAND) PIN-833104

(A Religious Minority College)

Established by

THE DIOCESE OF CHOTANAGPUR, CHURCH OF NORTH INDIA IN 1978

Affiliated to Kolhan University & Recognised by the Govt. of Jharkhand

Mob. No.: 7781964714, 8987906424 | E-mail Id : staugustinescoll@gmail.com

Ref. No.

Date : 02.11.21

Internal Quality Assurance Cell

As per the UGC guideline during 12th plan period the formation of Internal Quality Assurance Cell in higher educational is mandatory. With a hope to enhance the internal quality, continuous improvement in college, to maintain coordination among stakeholders is crucial on the part of colleges to establish IQAC Cell. In fact it is treated as a mechanism to build and ensure Quality Culture at the institutional level. So every college should have an IQAC cell with appropriate structure and process to meet the diverse needs of the stakeholders. Besides the IQAC may channelize and Systemize the efforts and administrative excellence.

So considering the Granting and necessity of the IQAC the principal decided to call a meeting of general body to form a cell exclusively for our college to ensure and maintain quality in all spheres of activities.

Signature of Principal

ACTING PRINCIPAL

ST. AUGUSTINE'S COLLEGE

MANOHARPUR, W. SINGHBHUM

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Ref. No.

Date : 02.11.21

General body meeting for formation of IQAC held on dt 02/11/2021

The meeting of general body of the college is held on dt.02/11/2021 At 11AM under the chairmanship of Secretary in the college premises to have a thorough discussion regarding the formation of IQAC of the college.

MEMBERS PRESENT

1. Rev. Manohar Kimbo (Secretary)
2. Prof. N.L. Mahto (Principal)
3. Mr. Arun Kumar Nag (G.B. Member)
4. Prof. Vikram Nag (T.R.)

Handwritten signatures and dates:
02/11/21
02/11/21
02/11/21

Resolution

1. After thorough discussion on the formation of IQAC in our college level it is unanimously authorised the principal to form the as per UGC guidelines.
2. It is resolved that the committee will sit at least once in a quarter for the enhancement of quality in the academic and administrative sphere.
3. It is resolved that the cell will function as the part of the college for facilitating the creation of a learning centric, student centric environment for quality education and faculty maturation and introduction of technology for participating teaching and learning process.
4. It is resolved that the cell will act as a bridge between the college administration and other stakeholders on quality related institutional process.

The meeting is ended with vote of thanks to the chair and members present in the meeting.

Handwritten signature: Kimbo 02/11/21
Signature of Secretary
SECRETARY
ST. AUGUSTINE'S COLLEGE
MANOHARPUR (W. SINGHBHUM)
JHARKHAND-833104

ST. AUGUSTINE'S COLLEGE



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Ref. No.

Date : 03.11.21

Office Order No -1

Dt:- 03.11.2021

As per the decision of the general body meeting held on dt 02/11/2021 a committee consisting with the following member namely (IQAC Cell) to monitor the quality of the institutional activities.

1. Prof. N.L. Mahto, Principal (Chairman)
2. Mr. Arun Kumar Nag (G.B. Member)
3. Prof. A.C. Mullick (Member)
4. Dr. Sadheshwari Mahto (Member)
5. Prof. Surendra Choudhary (Member)
6. Prof. Vikram Nag (Coordinator)

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Ref. No.

Date : 05.03.22

Meeting No. 02

Dt:- 05.03.2022

MEMBERS PRESENT

1. Prof. N.L. Mahto (Chairman)
2. Mr. Arun Kumar Nag (G.B. Member)
3. Prof. A.C. Mullick (Member)
4. Dr. Sadheshwari Mahto (Member)
5. Prof. Surendra Choudhary (Member)
6. Prof. Vikram Nag (Coordinator)

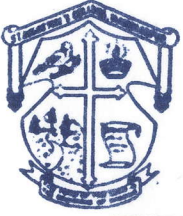
AS/23/22
AK Nag
Mullick
CS/23/22
SC/23/22
VK Nag
05/03/22

Agenda

1. Welcome to the newly nominated members to the IQAC.
2. To discuss about the academic and administrative activities.
3. To discuss about the development of Infrastructure of the college
4. Matters if any with the permission of the chain.

The meeting of the IQAC is held under the chairmanship of the principal on dt 05/03/2022 at 11AM in the office chamber of the principal to discuss and resolute on the agenda mentioned above.

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Ref. No.

Date : 05-03-22

1. At the outset the principal welcome all the members of the IQAC of the college, and intend their whole hearted cooperation and coordination in the overall activities on quality related institutional process.
2. In the meeting it is resolved that to develop the academic excellence, steps will be taken to teach through innovative methods.
3. In the meeting it is resolved that all the HODs will take steps to interact with the students with regular interval for the enhancement of their academic standards.
4. It is resolved that all the teachers will be instructed to conduct unit test monthly, so that the slow learners and Advanced Learners can be identified.
5. The meeting is ended with vote of thanks to the chair and members present in the meeting.


Signature of IQAC Coordinator


Signature of Principal
ACTING PRINCIPAL
ST. AUGUSTINE'S COLLEGE
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Ref. No.

Date : 09.07.22

MEETING NO.3

Dt:- 09.07.2022

MEMBERS PRESENT

1. Prof. N.L. Mahto Principal (Chairman)
2. Mr. Arun Kumar Nag (G.B.Member)
3. Prof. A.C. Mullick (Member)
4. Dr. Sadheshwari Mahto (Member)
5. Prof.Surendra Choudhary(Member)
6. Prof. Vikram Nag (Coordinator)

Handwritten signatures and dates:
09/07/22
09/07/22
09/07/22
09/07/22
09/07/22

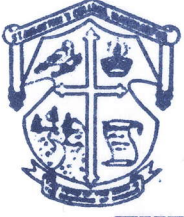
Agenda

1. Minutes of previous meeting
2. To discuss on the preparation of NAAC accreditation.
3. Conduct of Remedial coaching classes and Computer Class.
4. Fresher`s Admission during the session 2022-23.
5. Matters if any with the permission of the chair.

The meeting of the IQAC is held under the chairmanship of the principal in his office chamber at 11 AM to discuss the above mentioned agenda.

- 1) The proceedings of the last meeting held on dt 05/03/2022 were read out by the coordinator and after discussion it was confirmed.

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Ref. No.

Date : 09.07.22

- 2) As per the circulars of both UGC, NAAC, and the H.R.D. Govt of Jharkhand accreditation of Higher educational institution is mandatory. After thorough discussion on the letters and circulars received from different quarters at different times it is unanimously resolved that necessary step will be taken to apply to NAAC Bengaluru for accreditation of our institution. In this regard the principal is requested to a coordinator and a steering committee for regulating and monitoring all the process relating to NAAC accreditation.
- 3) It is resolved that all possible measures will be taken by the principal for the smooth admission of the newcomers for the session 2022-2023
- 4) It is resolved that the G.B Member will be instructed to make necessary arrangements for conduct of remedial class of slow learners. And computer class for the students.

The meeting is ended with vote of thanks to the chair and the members of IQAC.


09/07/22

Signature of IQAC Coordinator


09/07/22

Signature of Principal
ACTING PRINCIPAL
ST. AUGUSTINE'S COLLEGE
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Ref. No.

Date : 05-11-22

MEETING NO. 4

Date- 05/11/2022

MEMBERS PRESENT

1. Prof. N.L. Mahto Principal (Chairman)
2. Mr. Arun Kumar Nag (G.B. Member)
3. Prof. A.C. Mullick (Member)
4. Dr. Sadheshwari Mahto (Member)
5. Prof. Surendra Choudhary (Member)
6. Prof. Vikram Nag (Coordinator)

AS 5/11/22
AB 5/11/22
Mullick 05/11/22
Smb 05/11/22
05/11/22
05/11/22

Agenda

1. Proceedings of last meeting for confirmation.
2. Evaluation of Academic process.
3. Review of Action taken on NAAC Accreditation of the institution.
4. Matters if any with the permission of the chair.

The meeting of IQAC is held under the chairmanship of the principal in his office chamber at 3 pm to discuss the agenda mentioned above. After thorough discussion the following resolutions are made and confirmed unanimously.

- 1) The proceedings of the last meeting held on Dt-09/07/2022 are confirmed.
- 2) The academic process of the college is reviewed and decided to take following measures.

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Ref. No.

Date : 05.11.22

- i. Evaluation of monthly test answer scripts and send progress reports to the parents for information about the progress of their words.
 - ii. Practical classes are to be conducted properly.
 - iii. Slow Learners are notified to attending remedial classes.
- 3) Regarding action taken on the process of NAAC accreditation the principal apprised the cell a committee has been formed and necessary steps have been taken to prepare SSR for submission of the same before NAAC in time.

The meeting is ended with vote of thanks to the chair and members present in the meeting.

Signature of IQAC Coordinator

Signature of Principal

ACTING PRINCIPAL

ST. AUGUSTINE'S COLLEGE

MANOHARPUR, W. SINGHBHUM