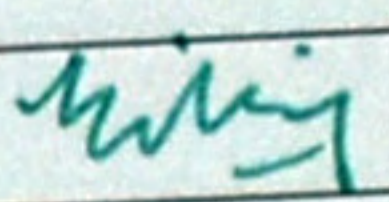
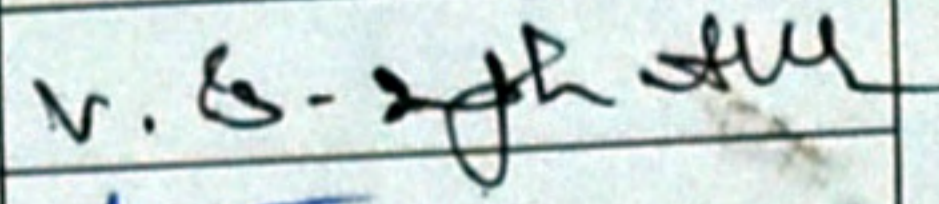
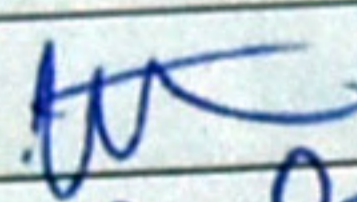
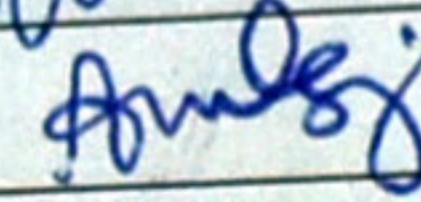
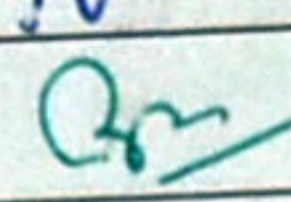
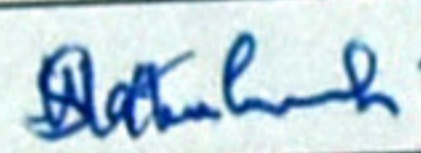
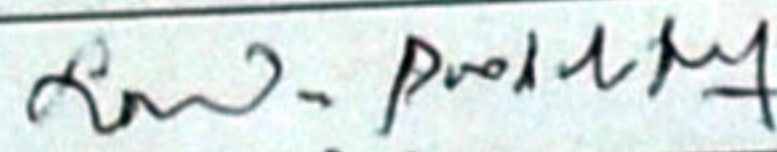
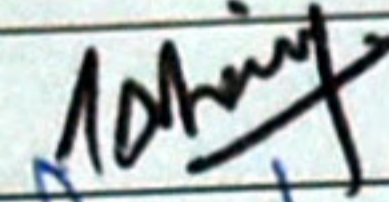
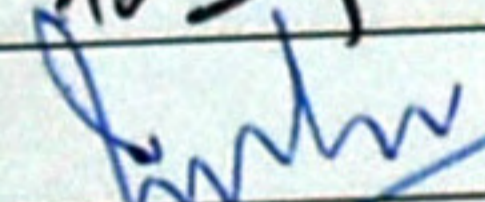
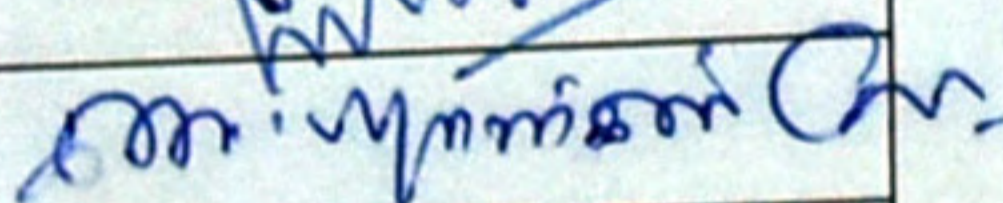
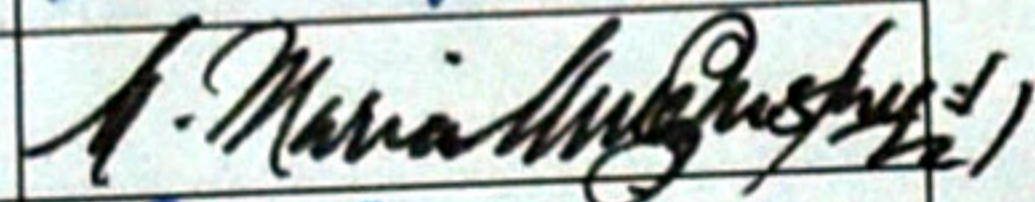
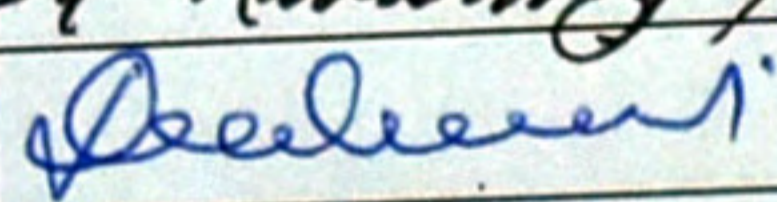
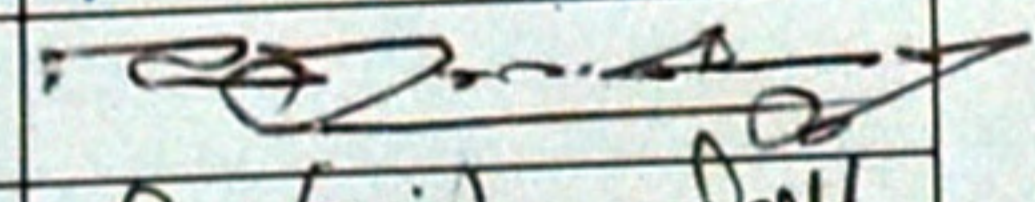
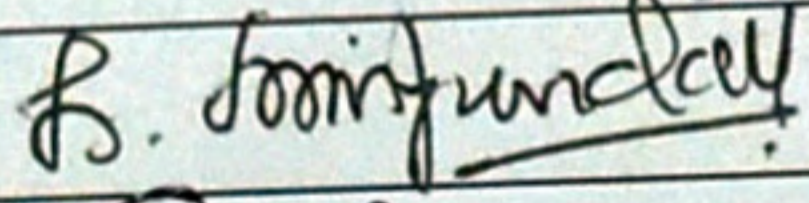
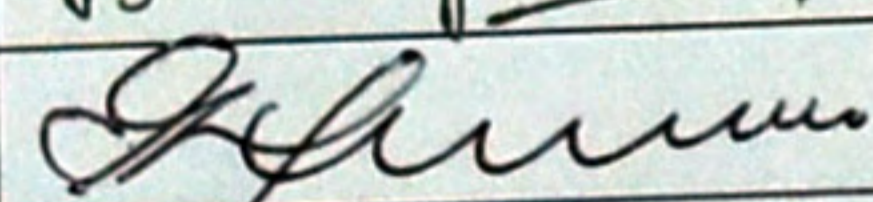
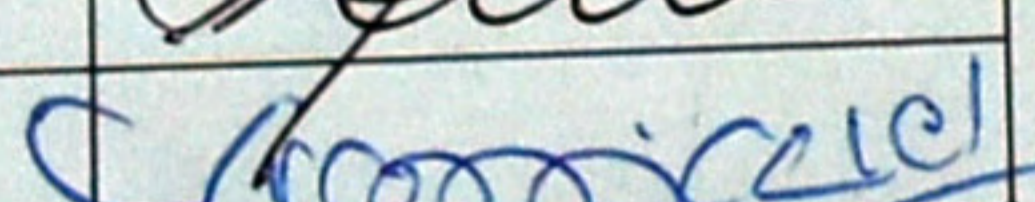
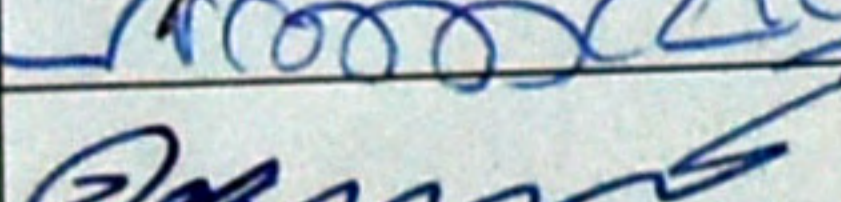
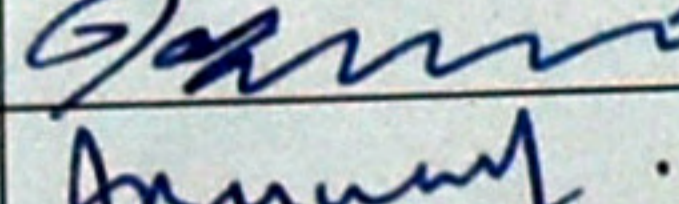
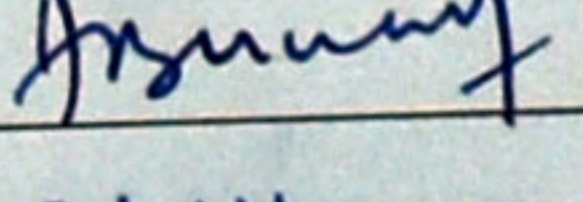
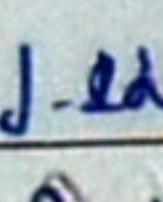
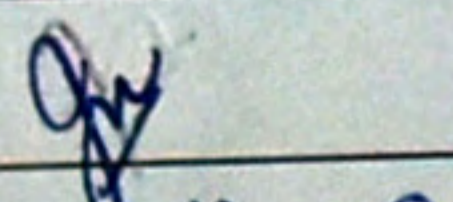
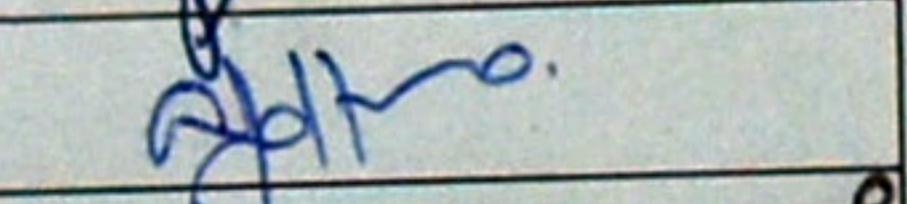
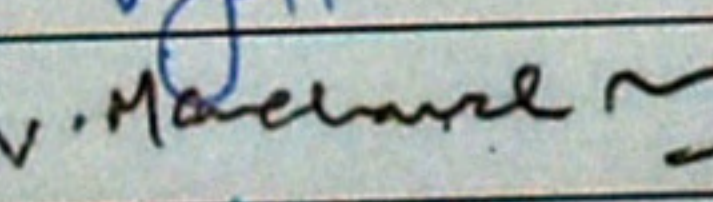


ST. XAVIER'S COLLEGE (AUTONOMOUS) PALAYAMKOTTAI
IQAC MEETING HELD ON 17.07.2013 AT 09.30 a.m. IN THE CONFERENCE HALL

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. V. Gilbert Camillus, S.J.	
02	Dr. V.S. Joseph Albert	
03	Mr. M. Thomas Punithan	
04	Rev. Dr. John Peter Arulanandam, S.J.	
05	Mr. A. Anto Kinsley	
06	Mr. S. Mathu Gnanaiah	
07	Dr.P. Lourdes Poobala Rayen	
08	Dr. K. Sahayaraj	
09	Dr. A. John De Britto	
10	Dr. R. Francis Xavier	
11	Rev. Fr. Maria Augustine, S.J.	
12	Rev.Dr. Danis Ponniah, S.J.	
13	Rev. Fr. Jesu Michael Das, S.J.	
14	Dr. L. Louis Jesudoss	
15	Dr. C. Eugene Franco	
16	Dr. S.V.L. Michael	
17	Dr. V. Jeyabal	
18	Mr. T.S.A. Bernard Chandra	
19	Dr. S. Idhayaraja	
20	Dr. V. John	
21	Mr. Jothi Kumar	
22	Dr. V. Manakavala Perumal, M.D.	
23	Rev. Fr. Antony A. Cruz	

**MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 9.30 A.M. ON 17th JULY 2013**

AGENDA

- ❖ Prayer
- ❖ Introductory Address by Rev. Fr. Principal
- ❖ Minutes of the Previous Meeting
- ❖ Current Trends in Accreditation
- ❖ Orientation Programme for Teachers
- ❖ Academic Audit
- ❖ Suggestions for Infrastructural Development

All the members were present. Rev. Dr. V. Gilbert Camillus, S.J., Principal, called the meeting to order. The meeting began with prayer by Rev. Dr. Danis Ponniah, S.J., Rector. After welcoming the members of the IQAC, Fr. Principal said that quality was an ongoing process and stressed the need for implementing quality enhancement measures in the forthcoming years.

Dr. L. Louis Jesudass, HOD of Botany, presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. V. S. Joseph Albert highlighted the current trends in NAAC accreditation at the national level. Dr. A. John De Britto suggested that a visit could be made to institutions of excellence in order to study the best practices. Mr. T.S.A. Bernard Chandra said that not only the “process” but also the “outcome” should be analysed, taking into consideration the quality of students at the stage of completion of the course. He also stressed the need for appointing efficient teachers to implement effective teaching-learning process.

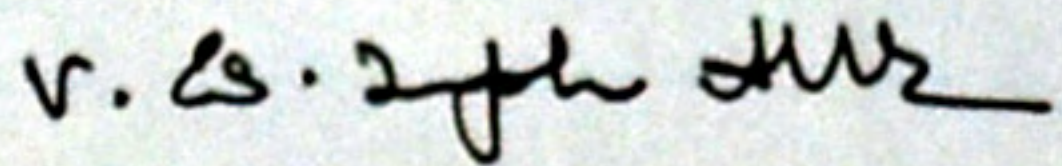
Fr. Rector said that initiatives were being taken to construct a new building to facilitate teaching-learning process. Rev. Fr. Maria Augustine said that add-on courses could be conducted for Shift II students from 9.00 a.m. to 1.00 p.m.

Dr. V. Manakavala Perumal recalled his experience in a conference in Sweden and said that lecture method should be supplemented by innovative methods to make the students active participants.

Dr. C. Eugene Franco said that student feedback on teachers should not be done online because seriousness and discipline were absent.

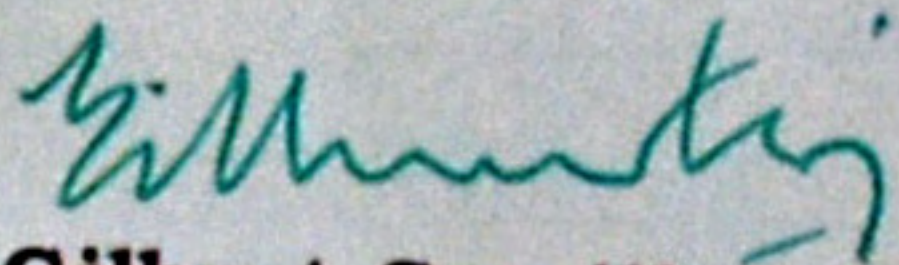
It was resolved to conduct a workshop for teachers on "Teaching-Learning and Evaluation", focusing on the use of ICT materials.

Rev. Fr. Principal thanked the members for their active participation in the deliberations. There being no further business, the meeting came to an end at 11.00 a.m.



Dr. V. S. Joseph Albert

IQAC CO-ORDINATOR



Rev. Dr. V. Gilbert Camillus, S.J.

PRINCIPAL & CHAIRMAN OF IQAC

IQAC Meeting - 02.04.2014

Name	Signature	Name	Signature
Rev. Dr. Danis Ponniah, S.J.		Rev. Fr. Maria Augustine, S.J.	
Rev. Fr. R. Jesu Michael Das, S.J.		Dr. L. Louis Jesudass	
Mr. M. Thomas Punithan		Dr. C. Eugene Franco	
Rev. Dr. L. John Peter Arulanandam, S.J.		Dr. S. V. L. Michael	
Dr. A. Anto Kinsley		Dr. V. Jeyabal	
Mr. S. Mathu Gnaniah		Mr. T.S.A. Bernard Chandra	
Dr. P. Lourdes Poobala Rayan		Dr. S. J. Idhayaraja	
Dr. K. Sahayaraj		Dr. V. John	
Dr. A. John De Britto		Mr. A. Jothi Kumar	
Dr. R. Francis Xavier		Dr. V. S. Joseph Albert	

Special Invitees:

Name	Signature	Name	Signature
Rev. Dr. C. Joe Arun S.J.		Dr. C. Martin Arockiasamy	
Dr. M. Arumugam		Dr. A. Laurence Selvaraj	
Dr. B. Xavier Innocent		Mrs. J. Raxy	
Mr. F. X. Robert Bellarmine		Rev. Dr. Xavier Antony S.J.	
Dr. S. P. Victor		Mr. S. Chidambaranathan	
Dr. N. Ramachandran		Mr. A. John Paul	
Dr. S. Athisayanathan		Mrs. I. Antony Rajasree	
Dr. S. Paulraj		Mrs. Mary Jenila	
Dr. M. S. Selvakumar			

**MINUTES OF THE MEETING OF IQAC HELD IN
Fr. CAUSSANEL HALL AT 9.00 A.M. ON 2nd APRIL 2014**

AGENDA

- ❖ Prayer
- ❖ Introductory Address by Rev. Fr. Principal
- ❖ Minutes of the Previous Meeting
- ❖ Review of activities in 2013—2014
- ❖ Plans for 2014—2015

Rev. Dr. V. Gilbert Camillus, S.J., Principal, called the meeting to order. The meeting began with prayer by Dr. S. V. L. Michael, HoD of Economics. After welcoming the members of the IQAC, Fr. Principal explained the current trends in higher education in India and focused on the need for quality enhancement. Dr. V. Jeyabal, HoD of Chemistry, presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. V. S. Joseph Albert presented a report of the quality measures implemented in 2013—2014. The following quality measures were implemented in 2013—2014:

- ❖ 197 papers were published in National and International Journals. This is the highest number of publications during the last five years.
- ❖ 22 research scholars obtained their Ph. D. from the research centres of our college.
- ❖ 6 major projects and 2 minor projects were sanctioned by various funding agencies.
- ❖ We got approval from UGC for Rs. 1.5 crore in CPE III Phase. It is the maximum amount allotted to the scheme. Some of the CPE colleges could not get the maximum amount. We got it because of our effective presentation of our proposal at New Delhi.
- ❖ Four short term training programmes sponsored by UGC/DBT were organized. This is the first time such training programmes were organized in our college.
- ❖ Student discipline was maintained in an excellent manner during and outside class hours.
- ❖ Good relationship between the Management and Staff was achieved through participatory approach.

- ❖ As an integral part of the twin jubilee celebration of our college, a State Level Science & Technology Exhibition Competition was organized from 20th to 22nd February 2014. Thirty two colleges and ten Departments of our college participated in the event. Students from 23 schools visited the exhibition. The way the exhibition was organized was appreciated by all.
- ❖ 2 international conferences, 18 national seminars, and 34 state-level seminars/competitions were organized. This is the highest number of seminars organized during the last five years. It was possible because of the encouragement given to the Staff and of good ambience in the college.
- ❖ In order to promote quality research, we published four research journals.
- ❖ Student Feedback on Teachers was conducted on 28.10.2013 and 18.03.2014. Rev. Fr. Secretary met the young teachers individually and made suggestions for improvement in teaching and research. Online evaluation on the performance of teachers appointed after June 2012, as instructed by the Coordinator for Jesuit Higher Education Commission, was also carried out in January 2014.
- ❖ In order to conduct Academic Audit, a Core Committee, comprising the Principal, IQAC Coordinator and Dean, was constituted. The academic audit was held from August to October 2013.

Department	Date	Time
Botany	16.08.2013	12.35 p.m. to 01.30 p.m.
Commerce	17.08.2013	12.35 p.m. to 01.30 p.m.
Zoology	26.08.2013	12.35 p.m. to 01.30 p.m.
Physics	12.09.2013	12.35 p.m. to 01.30 p.m.
Chemistry	13.09.2013	12.35 p.m. to 01.30 p.m.
Tamil	16.09.2013	12.35 p.m. to 01.30 p.m.
MCA	17.09.2013	03.35 p.m. to 04.30 p.m.
BBA	17.09.2013	04.45 p.m. to 05.30 p.m.
Mathematics	01.10.2013	12.35 p.m. to 01.30 p.m.
English	03.10.2013	12.35 p.m. to 01.30 p.m.
VisCom	03.10.2013	03.35 p.m. to 04.30 p.m.
Corporate Secretaryship	03.10.2013	04.45 p.m. to 05.30 p.m.
Economics	07.10.2013	12.35 p.m. to 01.30 p.m.
Computer Science	08.10.2013	12.35 p.m. to 01.30 p.m.

The academic audit served three important purposes: (i) to facilitate SWOC analysis at the Departmental level, (ii) to help the Departments document quality enhancement activities regularly, and (iii) to implement quality

(PTO)

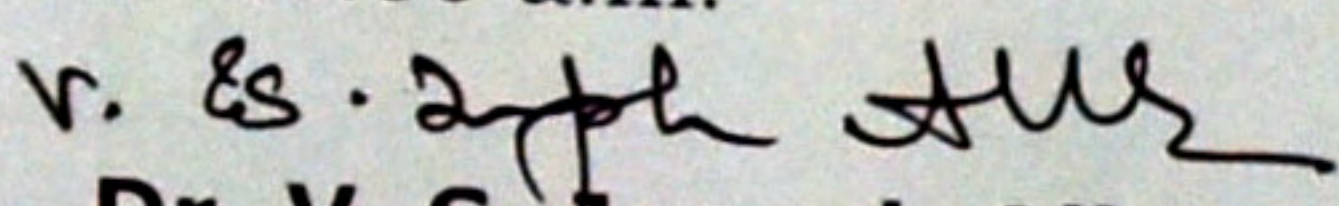
related measures in the forthcoming years, especially before the fourth cycle of accreditation in 2017—2018.

- ❖ With an aim to expose the Teaching Faculty of our institution to new frontiers of knowledge, current trends in educational psychology and counselling, an Orientation Programme was conducted on 21st January 2014.
- ❖ Parent-Teacher Meetings were held on 12.07.2013 and 18.01.2014. The 88th Graduation ceremony was held on 8th February 2014. The 91st Annual Track and Field meet was held on 14.09.2013. The election of Students Council was held 26th June 2013 with discipline and objectivity. College Day, INDECO and other activities were marked with discipline and excellence.
- ❖ A new office for STAND was established. Rs. 34,70,000 was sanctioned by DBT. Both Xavier Hostel and Mother Teresa Hostel functioned well.

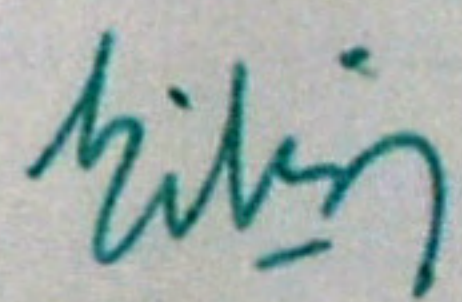
It was resolved to implement the following quality measures in 2014—2015:

- To constitute a Core Committee for Curriculum Development and initiate discussion at the departmental level on the new syllabus to be introduced in 2015—2016
- To increase programme options available to students in terms of Diplomas and Certificates
- To organize a NAAC sponsored National Seminar on Teaching-Learning Process
- To implement the quality measures planned for the third phase of College with Potential for Excellence Scheme
- To update the college website with a new format
- To conduct an orientation programme for teachers
- To motivate the teachers, especially those in Shift II, towards excellence in teaching and research, and help them get financial assistance from various funding agencies for projects
- To cater to the needs of slow learners through remedial classes
- To augment infrastructural facilities
- To conduct an academic audit of departments, involving external experts

Rev. Fr. Principal thanked the members for their active participation in the deliberations. There being no further business, the meeting came to an end at 10.30 a.m.

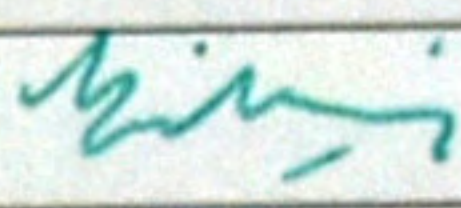
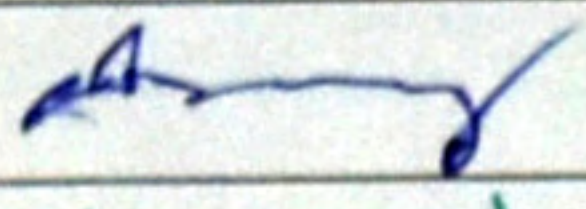
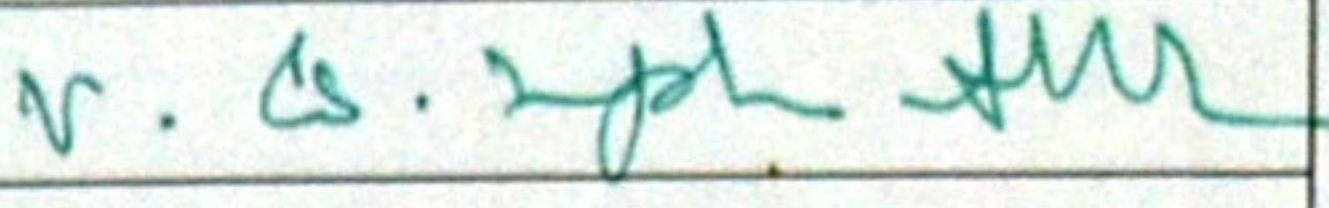
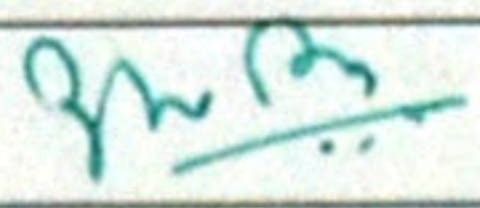
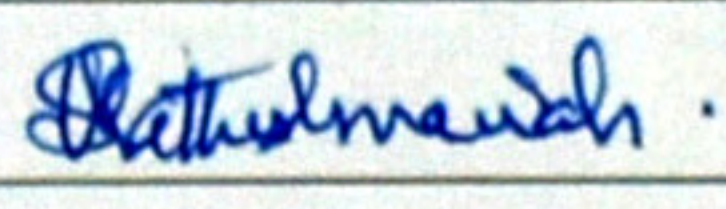
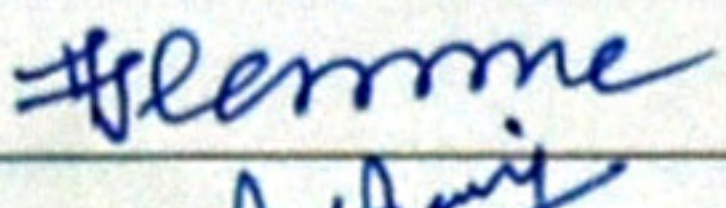
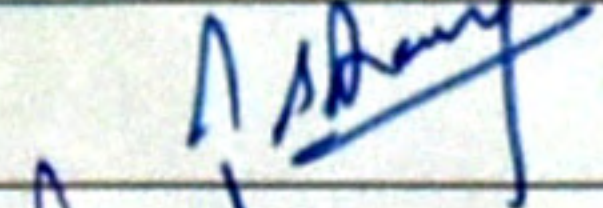
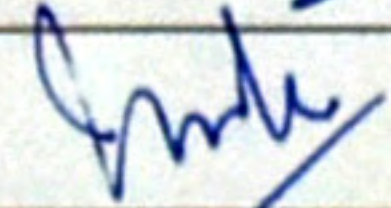
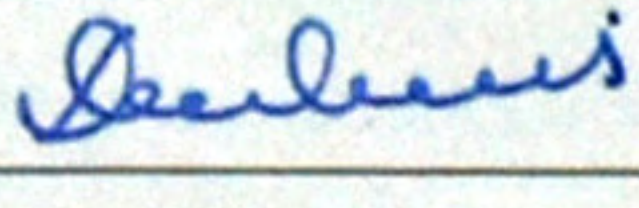
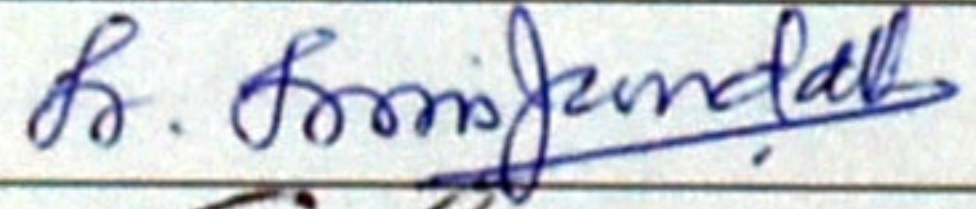
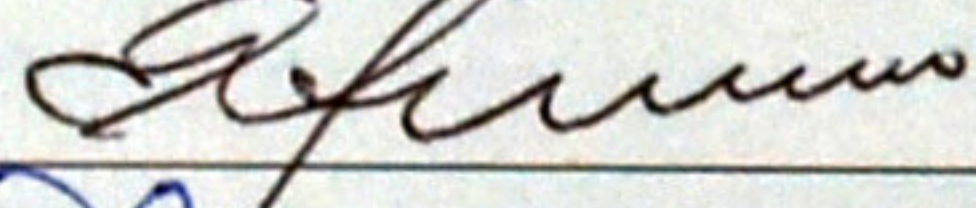
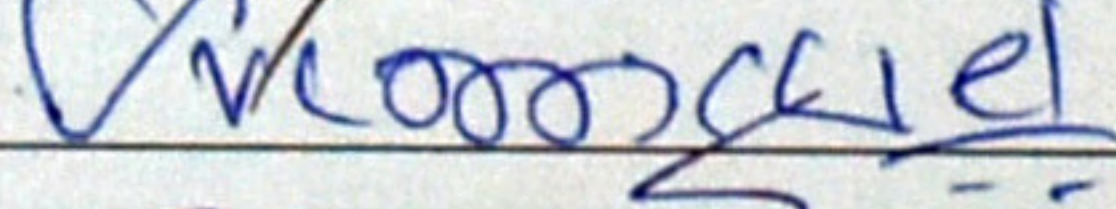
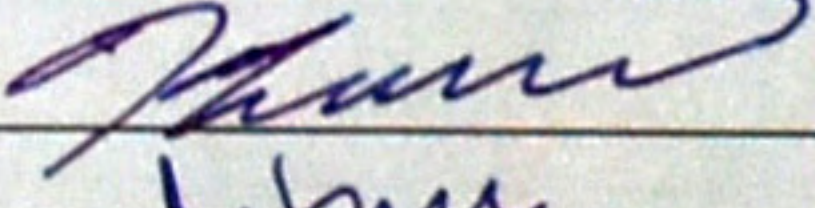
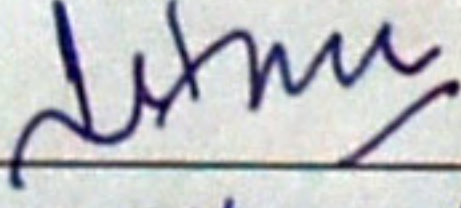
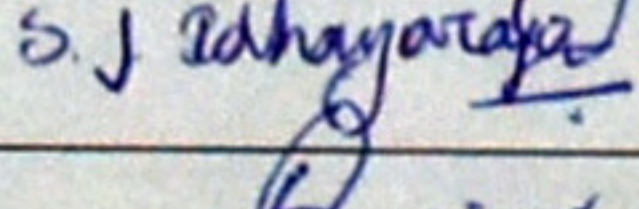
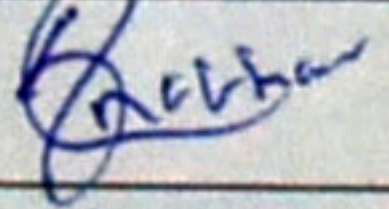
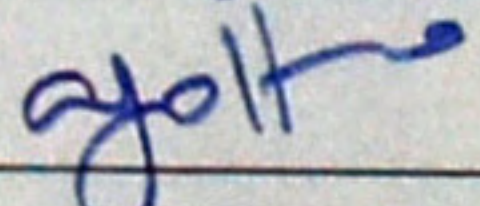

Dr. V. S. Joseph Albert

IQAC COORDINATOR


Rev. Dr. V. Gilbert Camillus, S.J.
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
IQAC MEETING HELD ON 25.07.2014 AT 9.45 a.m. IN THE
CONFERENCE HALL

MEMBERS::

S.No	Name	Signature
01	Rev. Dr. Gilbert Camillus, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. T. Sahayaraj, S.J.	
05	Dr. A. Anto Kinsley	
06	Mr. S. Mathu Gnaniah	
07	Dr. M. Julias Caesar,	
08	Dr. K. Sahayaraj	
09	Dr. A. John De Britto	
10	Dr. R. Francis Xavier	
11	Rev. Dr. Danis Ponniah, S.J.	
12	Rev. Dr. R. Jesu Michael Das, S.J.	
13	Dr. L. Louis Jesudass	
14	Dr. C. Eugene Franco,	
15	Dr. S.V.L. Michael	
16	Dr. V. Jeyabal	
17	Dr. V. John	
18	Dr. S. J. Idhayaraja	
19	Mr. S. Chidambaranathan	
20	Mr. Jothi Kumar	
21	Dr. V. Manakavala Perumal M.D.	
22	Rev. Fr. Antony A. Cruz	

**MINUTES OF THE MEETING OF IQAC HELD IN THE CONFERENCE
HALL AT 9.45 A.M. ON 25TH JULY 2014**

AGENDA

- Prayer by Rev.Fr. Rector
- Introductory Address by Rev. Fr. Principal
- Presentation of the minutes of the Previous meeting
- Current Trends in Accreditation
- Orientation programme for Staff
- Short-term training for staff on preparation of e-content
- Updating the College website
- Curriculum Designing
- Empowerment of Women Students
- Academic Audit
- Suggestions for Infrastructural Development
- Environmental Consciousness

Rev. Dr. Gilbert Camillus, S.J., Principal, called the meeting to order. The meeting began with prayer by Rev. Dr. Danis Ponniah, S.J., Rector of St. Xavier's Institutions. After welcoming the members of the IQAC, Fr. Principal thanked the former IQAC Co-ordinator Dr. V.S. Joseph Albert for his enormous contribution to ensure quality on campus.

Dr. A. John De Britto presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdusamy, IQAC Co-ordinator, before presenting the report of each item on the agenda, acknowledged the significant and magnificent contribution given by Dr. V.S. Joseph Albert from establishing the IQAC office to putting a system in place for effective functioning and preparing the report for achieving "A" Grade with a CGPA at 3.50 in the 3rd cycle of NAAC Accreditation.

Then the report of each item on the agenda was presented. The following resolutions were made during the meeting:

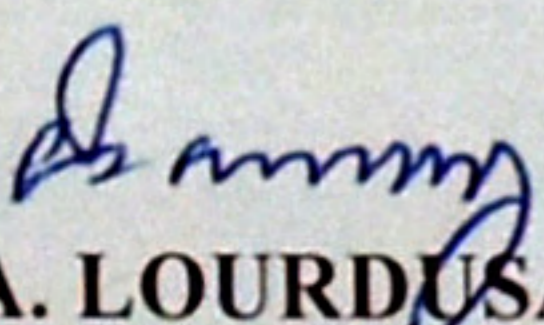
- To conduct an Orientation programme for young teachers in class room management.
- To conduct a National Workshop on "ICT Technology in 21st century for student-centered Teaching – Learning process"
- To conduct short-term training for producing e-content
- To upload the activities of this academic year in the website as and when the activities are over. For this Fr. Principal informed the members that a report of activities should be sent to the mail: sxc.iqac1923@gmail.com
- To appoint Full-time women counsellor and to give awareness programme to women students at regular intervals
- To conduct green Audit to ensure eco-friendly practices in the campus.

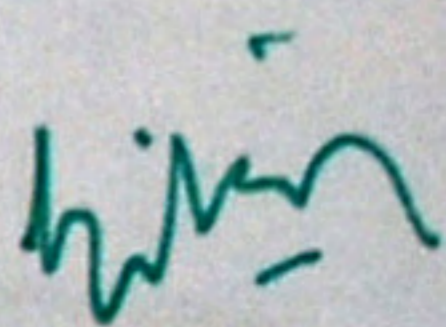
When the discussion for infrastructural development came up, Fr. Rector informed that the management will put up a new Building along with a Hall before next NAAC visit.

When we discussed that we should offer online courses, Fr. Rector asked for a concrete model.

Also Fr. Rector invited the members to identity the visible methods of conducting environmental consciousness exhibition.

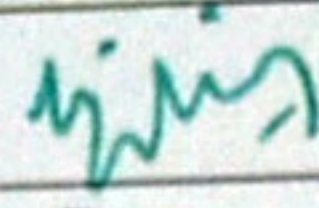
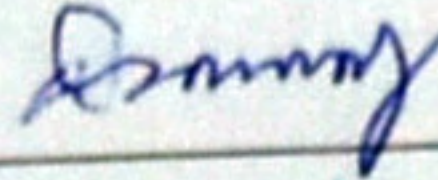
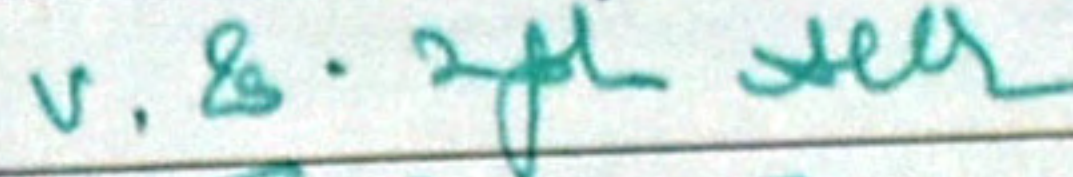
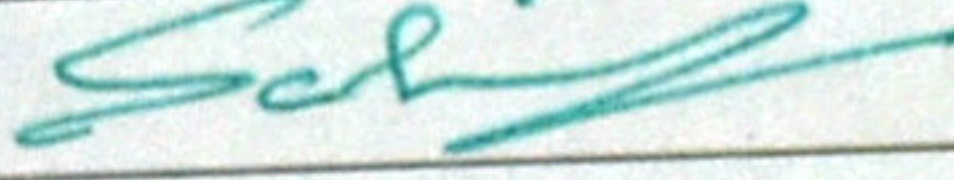
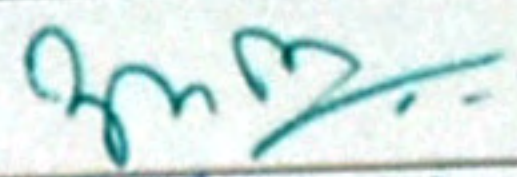
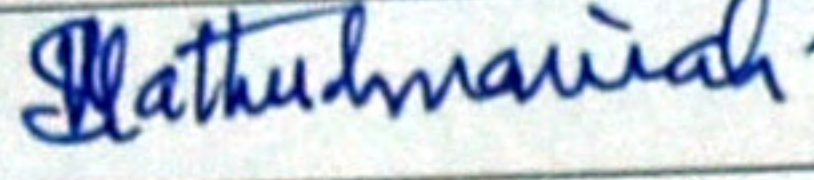

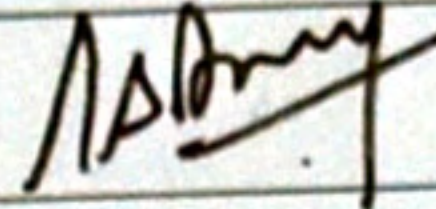
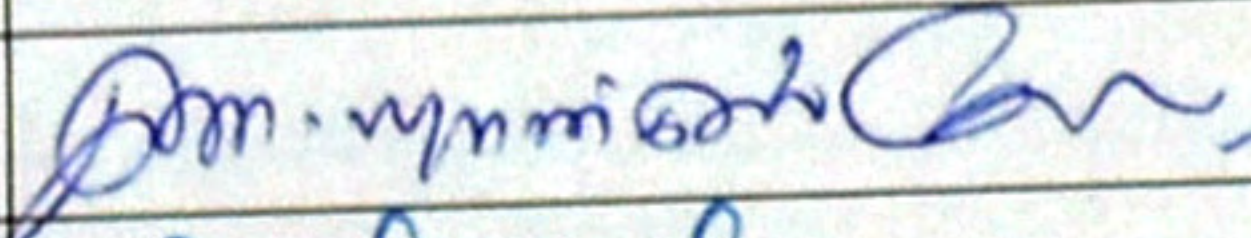
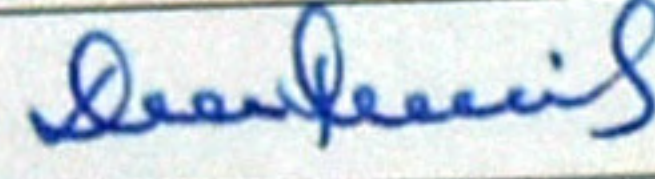
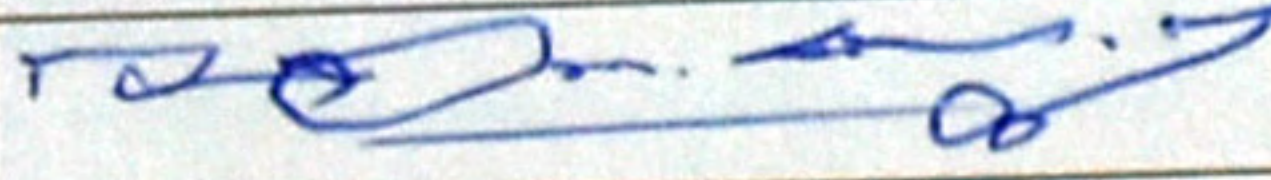
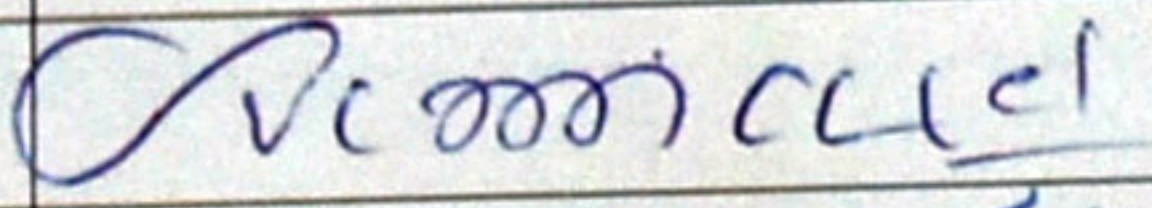
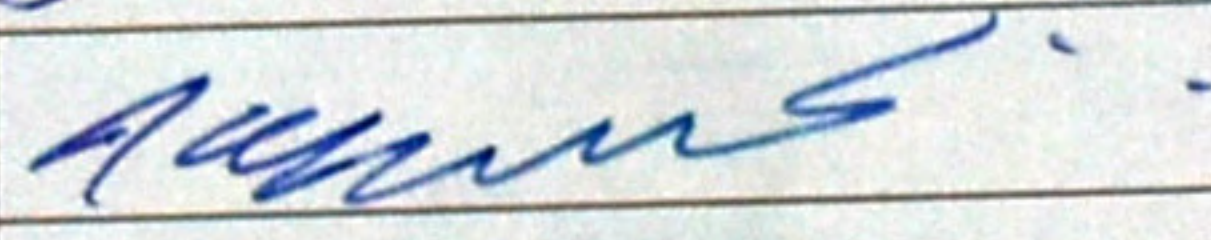
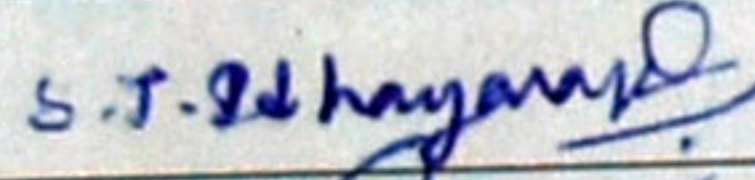
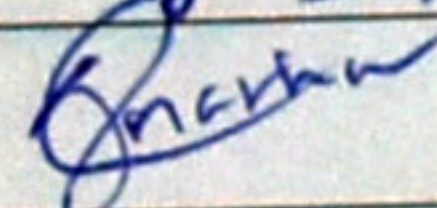
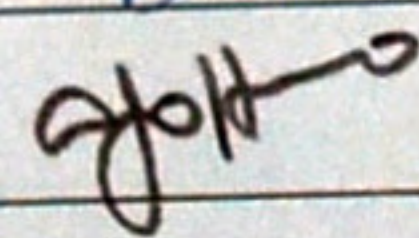
Fr. Principal said that we must march ahead to reach newer greater heights with our curricular and Co-curricular activities. He thanked the members for their active participation in the deliberations. There being no further business, the meeting came to an end at 1.00 p.m.


(Dr. A. LOURDASAMY)
IQAC CO-ORDINATOR

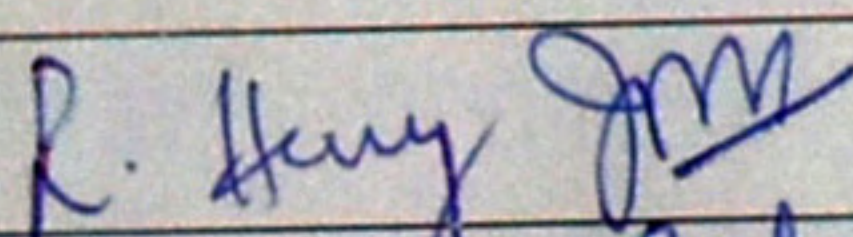
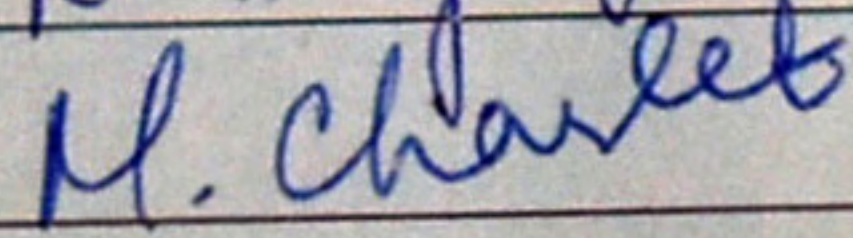

(Rev. Dr. GILBERT CAMILLUS, S.J.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
IQAC MEETING HELD ON 15.12.2014 AT 9.00 a.m. IN THE
CONFERENCE HALL

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. Gilbert Camillus, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. T. Sahayaraj, S.J.	
05	Dr. A. Anto Kinsley	
06	Mr. S. Mathu Gnaniah	
07	Dr. M. Julias Caesar,	
08	Dr. K. Sahayaraj	
09	Dr. A. John De Britto	
10	Dr. R. Francis Xavier	
11	Rev. Dr. Danis Ponniah, S.J.	
12	Rev. Dr. R. Jesu Michael Das, S.J.	
13	Dr. L. Louis Jesudass	
14	Dr. C. Eugene Franco,	
15	Dr. S.V.L. Michael	
16	Dr. V. Jeyabal	
17	Dr. V. John	
18	Dr. S. J. Idhayaraja	
19	Mr. S. Chidambaranathan	
20	Mr. Jothi Kumar	
21	Dr. V. Manakavala Perumal M.D.	
22	Rev. Fr. Antony A. Cruz	

Special Invitees

23	Rev. Dr. Maria Augustine, S.J	
24	Dr. L. Henry Joseph	
25	Mrs. Charlet Rosemary Vijaya	

MINUTES OF THE MEETING OF IQAC HELD ON 15TH DECEMBER 2014 AT 9.00 a.m. IN THE
CONFERENCE HALL.

AGENDA

- Prayer
- Introductory Address : Rev. Fr. Principal
- Minutes of the Previous meeting
- National Seminar
- Smart Class Facility and preparation of e-content
- Clean Environment in Class room
- Women Counsellor
- Effective implementation of SBE / NME / Foundation courses
- Online courses
- Report of Departmental Planning and Academic Audit
- International collaboration

Rev. Dr. V. Gilbert Camillus, S.J., Principal, called the meeting to order. After leading the group into prayer, he welcomed the members to have fruitful interaction.

Dr. S.V.L. Michael presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdasamy, IQAC Coordinator, presented the report of each item on the agenda. The following resolutions were made during the meeting:

- To conduct NAAC Sponsored National Seminar on “Innovations in Student – Centered Teaching – Learning process in 21st Century “with the following areas for discussion:
 1. Student psychology in teaching–learning process in the digital age.
 2. Elements of Methods of Teaching.
 3. Instructional designs.
 4. Steps involved in Simulated Teaching.
 5. Class room interaction analysis.
 6. Principles, Functions and Levels of Teaching.
 7. Various operations in the systems approach in education such as Formulation of objectives, Development of a test , Analysis of learning task, Design of the system, Implementation and testing output, and Quality control.
 8. Philosophies and Types of Evaluation

- To appoint a full-time women counsellor to give counseling facility to women students.
- To conduct Workshop on Smart Class Facility
- To conduct workshop on preparation of e-content
- To renew all MoUs so that students get benefit out of them.
- To urge all departments & Research units to take international collaboration.

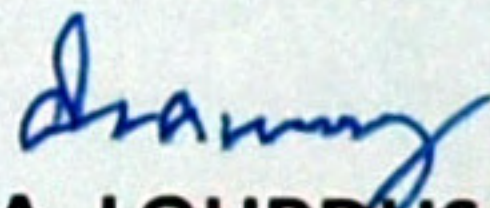
During the discussion on "Report of Departmental Planning and Academic Audit", Members of IQAC felt that publishing Books takes root in our college. When the agenda on "Effective implementation of SBE/NME/Foundation Courses" was taken up for discussion, Rev. Fr. Jesu Michael Das S.J., Secretary, said that students are not serious about these courses and so he insisted that ways and means must be explored to make students serious about learning these courses .

Members of IQAC expressed their concern about appointing a Women Counselor as we have about 50% of women students in our college.

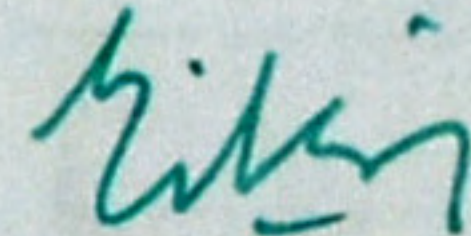
Fr. Principal said that there will be a women counselor at the beginning of the Academic year 2015-16.

Fr. Rector said that for offering On-line courses we need details about preparing the modules and the modalities of conducting the courses.

Finally, Fr. Principal said that we must march ahead to reach newer greater heights with our Curricular and Co-curricular activities. He thanked the members for their active participation in the deliberations. There being no further business, the meeting came to an end at 10.30 a.m.


(Dr. A. LOURDUSAMY)

IQAC CO-ORDINATOR


(Rev. Dr. V.GILBERT CAMILLUS, S.J.)

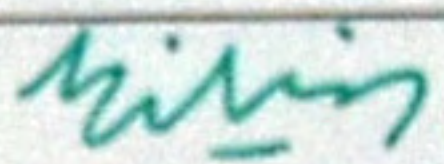
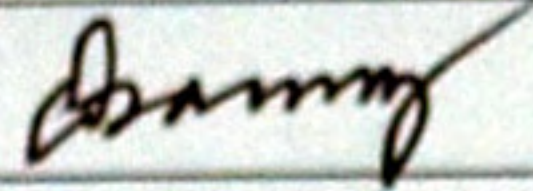
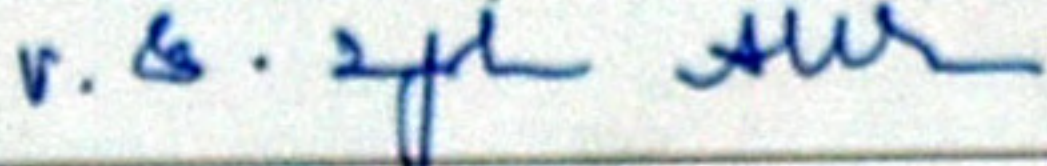

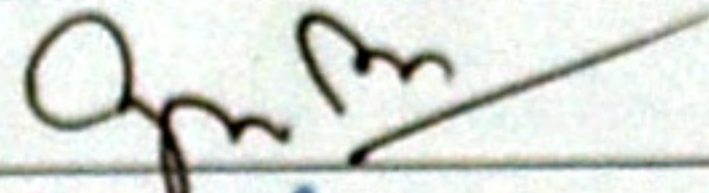
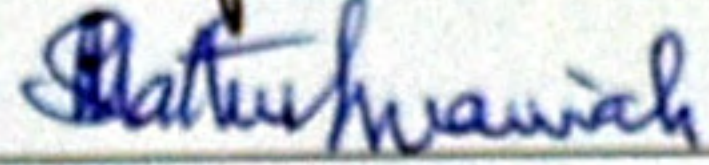
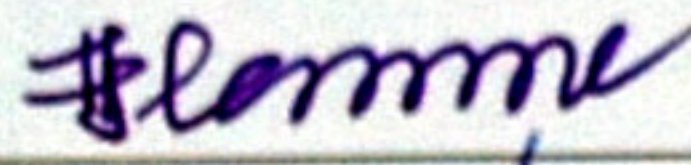
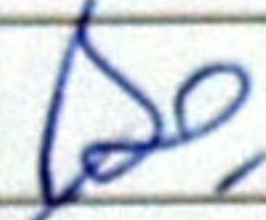

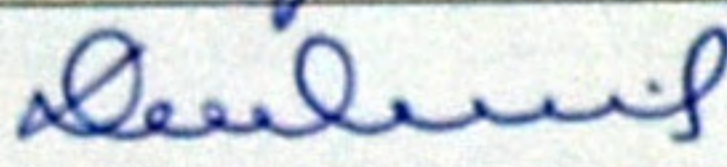
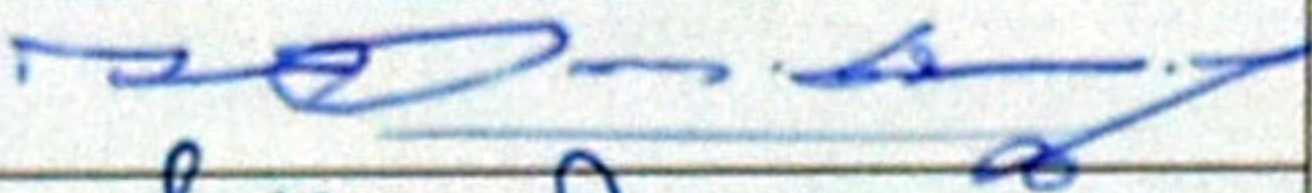
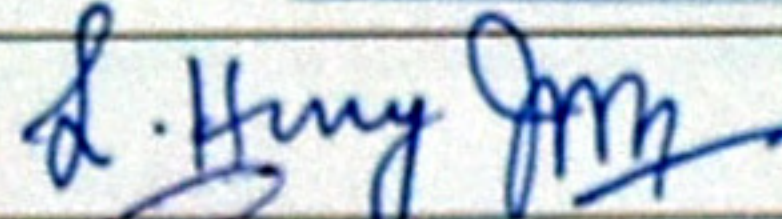
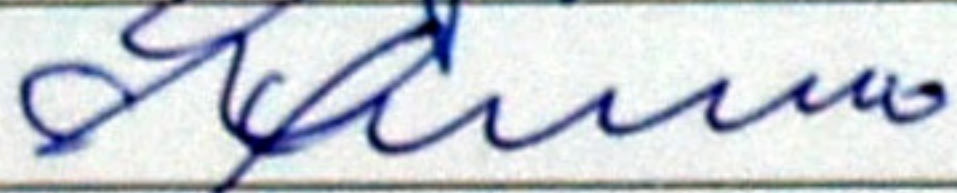
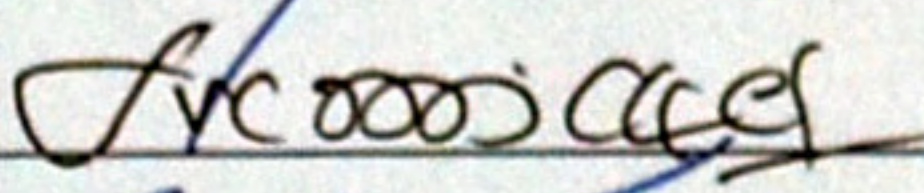
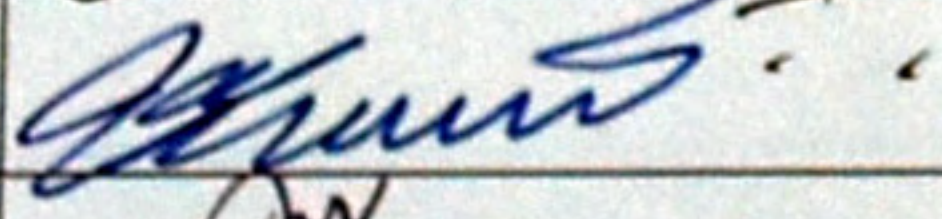
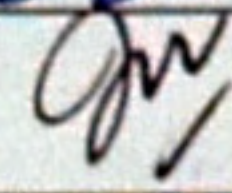
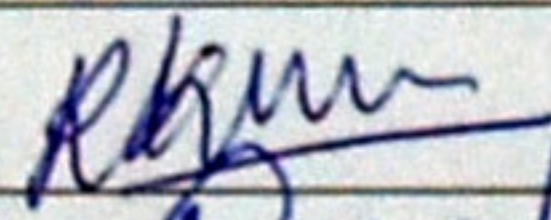
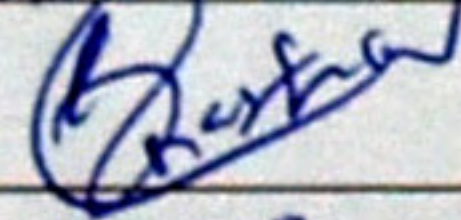
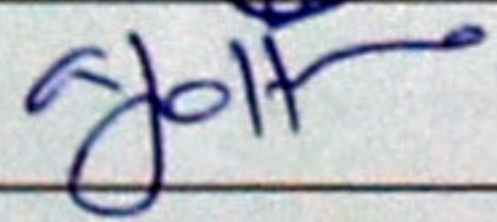
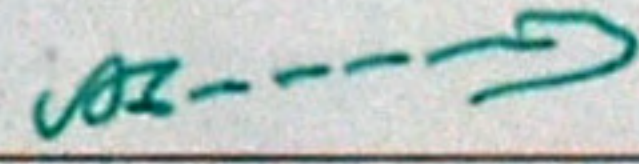
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTA

IQAC MEETING HELD ON 22.07.2015 AT 9.00 a.m.

IN THE CONFERENCE HALL

MEMBERS:

S.No	Name	Signature
01	Rev. Dr.V. Gilbert Camillus, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. T. Sahayaraj, S.J.	
05	Dr. A. Anto Kinsley	
06	Mr. S. Mathu Gnaniah	
07	Rev. Dr. Maria Augustin, S.J.	
08	Dr. M. Julias Caesar,	
09	Dr. S.P. Victor	
10	Dr. R. Francis Xavier	
11	Rev. Dr. Danis Ponniah, S.J.	
12	Rev. Fr. R. Jesu Michael Das, S.J.	
13	Dr. L. Henry Joseph	
14	Dr. C. Eugene Franco,	
15	Dr. S.V.L. Michael	
16	Dr. V. Jeyabal	
17	Dr. V. John	
18	Dr. T. C. Raja Kumar	
19	Dr. S. Chidambaranathan	
20	Mr. Jothi Kumar	
21	Dr. A. Selvakumar	
22	Dr. Jesiah Selvam	

**MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 9.00 A.M. ON 22nd July 2015**

AGENDA

- Prayer
- Introductory Address
- Minutes of the Previous meeting
- Staff Seminar / Workshop on Smart Class Facility / Training for preparing e-content
- Orientation for Students
- Online courses
- Examination Reforms
- Green Audit
- Academic Audit
- Placement Cell Activities
- Any Other Matter

Rev. Dr. Gilbert Camillus, S.J., Principal, called the meeting to order. Dr. A. Anto Kinsley, Vice – Principal, led the group into prayer. Fr. Principal welcomed the members to have fruitful interaction.

Dr. S.V.L. Michael presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdusamy, IQAC Coordinator, presented the report of each item on the agenda.

The following resolutions were made during the meeting:

- To conduct Smart Class training during CIA Test I & CIA Test II
- To conduct Workshop on preparation of e-content in November 2015
- To Start On-Line courses
- To Conduct Green Audit
- To Conduct External Academic Audit in Feb. 2015.

During the discussion on Online Examination, Fr. Principal invited the members to explore the possibility of indentifying papers for which we can conduct Online examination for the entire paper. Fr. Principal said that for the papers of ECC, SBE, NME and Self Study papers, the departments can come forward to conduct online examination. It was informed to the members of IQAC that the dept. of Mathematics is willing to offer online course for the paper: Numerical Ability.

During the discussion on Green Audit, Dr. Henry Joseph, HoD of Botany, suggested that we should redo the naming and numbering of trees. He suggested that we can explore the possibility of measuring the quantum of carbon dioxide absorbed by trees in our campus.

Rev. Fr. J.M. Dass, S.J., Secretary of the College, approved the proposal of naming and numbering the trees. Rev. Fr. Secretary said that he is taking all efforts to go in for a new bore well. He added that the place is located for drilling a bore well and once this is completed water scarcity problem will get a solution.

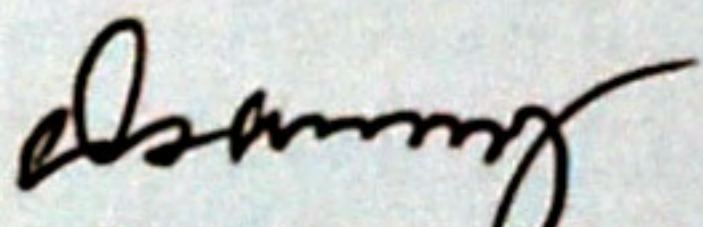
Rev. Dr. Danis Ponniah, S.J., Rector said that promoting green activities is expensive but it is the need of the hour. He added that recycling of waste water and installation of solar pans can also be pursued.

All the members appreciated Rev. Dr. T. Sahayaraj, Director of Xavier Hostel for having planted nearly 1000 trees in Hostel premises. It was also mooted that we could take up beehives keeping which will promote eco friendliness.

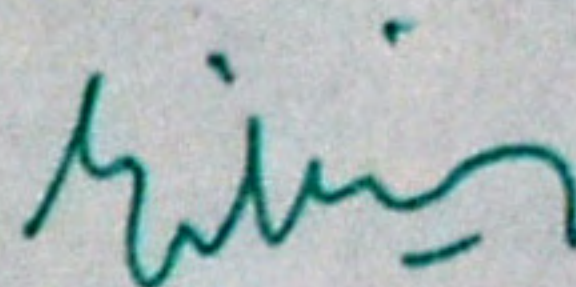
During the discussion on Placement Cell activities all members applauded the success stories of placement of 94 students and the visit of 24 companies for on-campus and off-campus interviews during the academic year 2014-2015. Dr. S. Chidambaranathan, Placement Cell, Co-ordinator, said that there were 14 orientation programmes on Soft Skills, Bank jobs and IT Skills. When there was discussion on making our computers virus free, Rev. Dr. Danis Ponniah, Rector and Director of Computer Centres, invited the members to bring all matters relating to this to his notice so that all these matters can be sorted out.

The members of the IQAC expressed satisfaction about the arrangement and execution of staff seminar on "Teaching for Transformation " conducted by IQAC on 10th July 2015 with the talks by internationally reputed Resource Persons: Dr. Jeyakar Chellaraj, and Dr. K. Boominathan. The members appreciated the efforts taken by IQAC and centre for Women Studies about the conducts of the following student seminars: (i) Skill orientation for students by Infrastructure Leasing & Financial Services (IL & FS) company. (ii) Orientation programme for I UG and I PG girls students, on 10th July 2015 with eminent resource persons.

Fr. Principal gave a concluding note stating that the college aims at giving holistic formation to the students. He thanked all members for their active participation. There being no further business the meeting came to an end at 12.15 p.m.



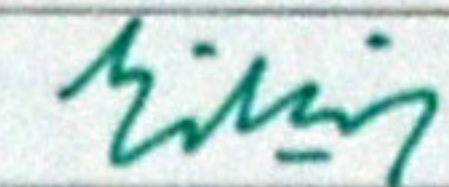
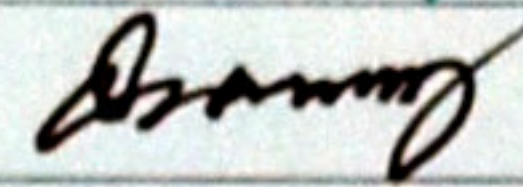
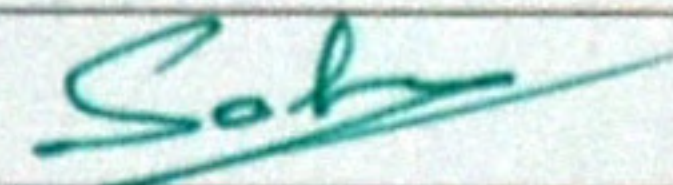
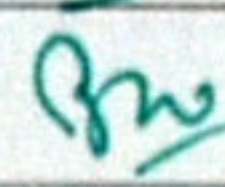
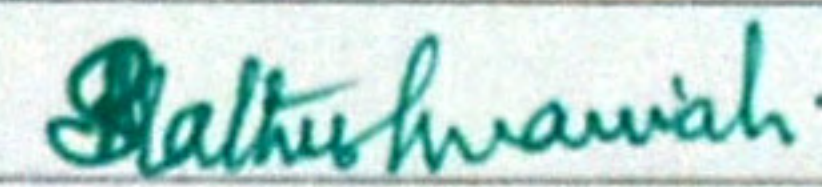
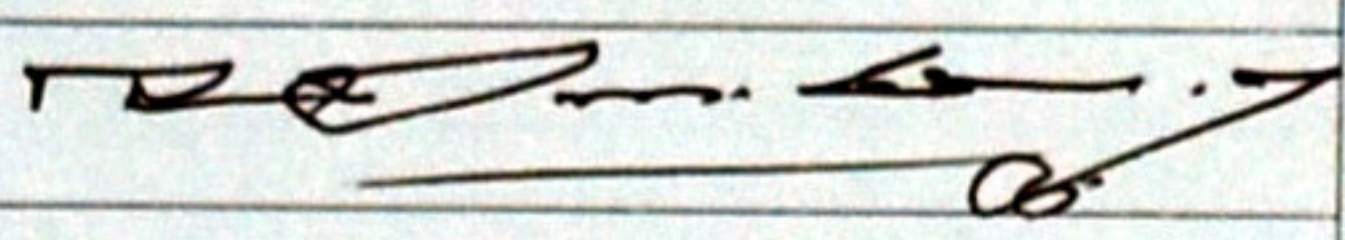
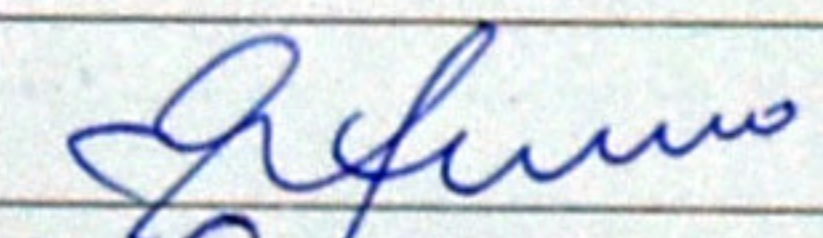
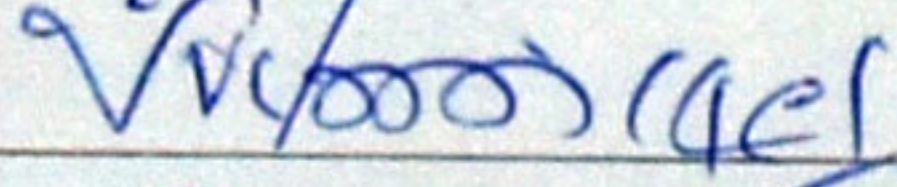
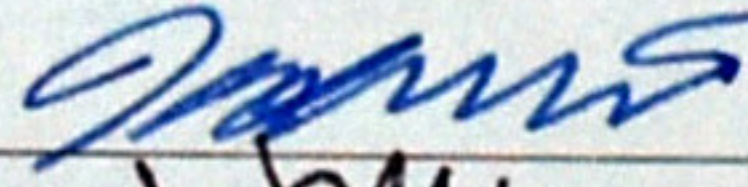
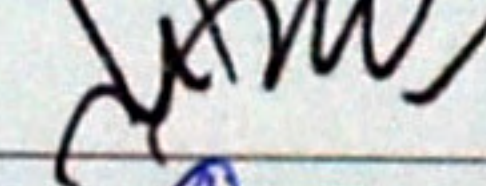
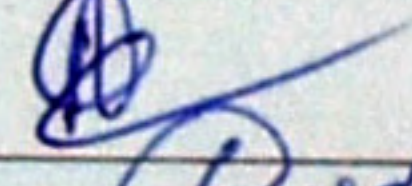
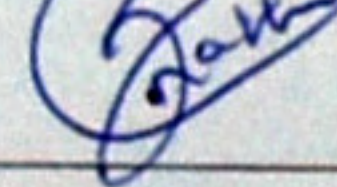
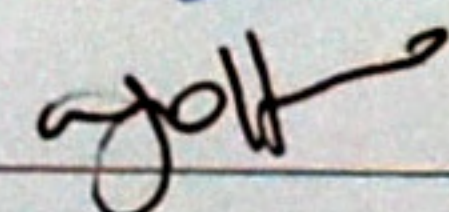
(Dr. A. LOURDUSAMY)
IQAC CO-ORDINATOR



(Rev. Dr. GILBERT CAMILLUS, S.J.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
IQAC MEETING HELD ON 12.10.2015 AT 11.30 a.m.
IN THE CONFERENCE HALL

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. Gilbert Camillus, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. T. Sahayaraj, S.J.	
05	Dr. A. Anto Kinsley	
06	Mr. S. Mathu Gnaniah	
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17	Dr. V. John	
18	Dr. T. C. Raja Kumar	
19	Dr. S. Chidambaranathan	
20	Mr. Jothi Kumar	
21	Dr. A. Selvakumar	
22	Dr. Jesiah Selvam	

**MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 11.30 A.M. ON 12th October 2015**

AGENDA

- Prayer
- Welcome Address
- Minutes of the Previous Meeting
- Workshop on Smart Class Facility
- Training for preparing e-content
- Green Audit
- Academic Audit
- Placement Cell Activities
- Any Other Matter

Rev. Dr.V. Gilbert Camillus, S.J., Principal, called the meeting to order.

Dr. A. Anto Kinsley, Vice – Principal, invoked God's blessings on the members through his prayer.

Fr. Principal welcomed the members and initiated the proceedings of the day.

Dr. S.V.L. Michael presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdusamy, IQAC Coordinator, presented the report of each item on the agenda. He said that IQAC Conducted "Workshop on SMART CLASS FACILITIES" on 19.08.2015 and 20.08.2015. There was an overwhelming response from the teachers. Teachers expressed their opinion that the facilities available in SMART CLASS must be set up in such a way that the teachers should have an access to the options as and when the facilities are switched on. Fr. Principal said that arrangements would be made so that teachers would make use of SMART CLASS without spending time on configuring the facilities each time.

Dr. A. Lourdusamy said that to facilitate younger teachers to learn the usage of SMART CLASS, video graphing of the teaching of teaching facilities on SMART CLASS FACILITIES would be completed and the videos would be uploaded in College website.

It was resolved to conduct a workshop on preparing e-content from 12-11-2015 to 15.11.2015 for a group of 35 teachers. At the end of the workshop, teachers can record their talks on basic concepts and upload them in website to minimize learning disability of students because students can revise the basic concepts at any point of time.

It was informed to the members of IQAC that IQAC had discussion on 17-08-2015 with HOD of Botany and the members of Enviro Club on the following aspects:

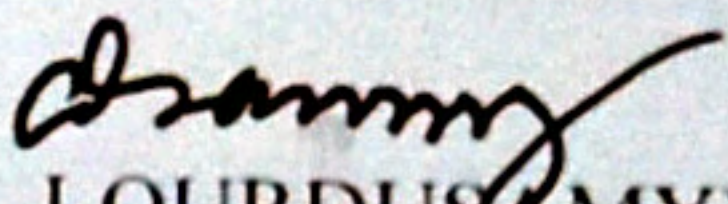
1. Green Audit-Enumeration , Numbering and Naming of Trees
2. New Plantations
3. Eco-friendly activities

Also IQAC gratefully acknowledged the efforts of Rev. Fr. Jesu Michael Das, S.J., Secretary of our College, for creating two new lawns in our campus and planting tree saplings in stadium and in College premises. It was resolved to conduct Academic Audit on 12th & 13th January, 2016 by external experts.

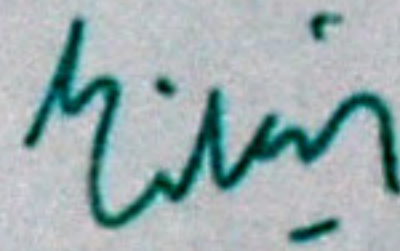
Then the item Placement Cell activities on the agenda was taken up for discussion:

During odd semester 2015-16, totally 15 interviews were arranged; 34 students were placed in campus interviews and 6 students got part-time jobs under "Earn while you learn" programme. The Placement Cell so far has organized 3 seminars and one workshop for the students. The members of IQAC congratulated Dr. S. Chidambaranathan for carrying out placement activities in an efficient manner.

There being no further business the meeting came to an end at 12.30 p.m.



(Dr. A. LOURDUSAMY)
IQAC CO-ORDINATOR



(Rev. Dr. V. GILBERT CAMILLUS, S.J.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
IQAC MEETING HELD ON 07.04.2016 AT 11.45 a.m.
IN THE CONFERENCE HALL

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. Gilbert Camillus, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. T. Sahayaraj, S.J.	
05	Dr. A. Anto Kinsley	
06	Mr. S. Mathu Gnaniah	
07	Rev. Dr. S.Arockiasamy, S.J.	
08	Dr. M. Julias Caesar,	
09	Dr. S.P. Victor	
10	Dr. R. Francis Xavier	
11	Rev. Dr. Danis Ponniah, S.J.	
12	Rev. Fr. R. Jesu Michael Das, S.J.	
13	Dr. L. Henry Joseph	
14	Dr. C. Eugene Franco,	
15	Dr. S.V.L. Michael	
16	Dr. V. Jeyabal	
17	Dr. V. John	
18	Dr. T. C. Raja Kumar	
19	Dr. S. Chidambaranathan	
20	Mr. Jothi Kumar	
21	Dr. A. Selvakumar	
22	Dr. Jesiah Selvam	

**MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 11.30 A.M. ON 7th April 2016**

AGENDA

- Prayer
- Welcome Address
- Minutes of the Previous Meeting
- Introducing School System
- Redesigned Website- Details from depts.
- Pre-NAAC visit SWOC Analysis by External Experts
- NAAC 2017-Action Plan
- Placement Cell activities
- Any other matter

Rev. Dr.V. Gilbert Camillus, S.J., Principal, called the meeting to order. Dr. A. Lourdusamy, IQAC Co-ordinator, invoked God's blessings on the members through his prayer.

Fr. Principal welcomed the members and initiated the proceedings of the day.

Dr. A. Anto Kinsley, Vice-Principal, presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Rev. Dr. V. Gilbert Camillus, S.J., Principal, explained to the members that a team comprising Dr. A. Lourdusamy, Dr. M. Julius Ceasar & Dr. S.P. Victor was sent to Loyola College, Chennai, to study the School system introduced in Loyola College; the team in consultation with Dr. V.S. Joseph Albert, Deputy Principal, submitted the report to the management; the management at its meeting decided to implement the School system in our College.

Fr. Principal announced that from the academic year 2016-2017, the following schools of Excellence will function in our college:

School of Life Sciences, School of Computing Sciences, School of Physical Sciences, School of Languages & Culture, School of Management Studies, School of Media Studies and Social Work and School of Human Excellence. Also Fr. Principal pointed out the following advantages in school system:

- Three objectives: Innovation, Development & Excellence
- Interdisciplinary research
- Interdisciplinary and Innovative teaching – learning process
- Financial assistance from funding agencies
- Strengthening of Choice Based Credit System
- Sharing of resources among departments
- The cluster structure which enables its members to combine their activities and resource
- Research Collaboration within the institution
- To carry out Beyond Syllabus scholarly activities
- To implement enhancement programmes

Dr. A. Lourdasamy, IQAC Co-ordinator presented the report of other items on the agenda. The website has been redesigned, as in home page, in departments page, the following windows are created: Home, About us, Activities, Staff members, Gallery and Alumni, so details were sought from department for the purpose of updating the website.

Then the IQAC Co-ordinator presented the SWOC analysis by External Experts of Pre-NAAC (Academic Audit) visit team.

Fr. Principal announced that we will go in for Online admission and wi-fi internet Connectivity will be provided in the campus.

Then the agenda: "NAAC 2017 – Action Plan" was taken up for discussion. IQAC will collect the information from all units of college in August 2016; IQAC will begin the process of collating information collected from all units of the college in November 2016; in January 2017, finalizing the report will be taken up; and in February 2017, SSR will be submitted to NAAC.

IQAC suggested that all reports must be presented in NAAC visit using SMART CLASS FACILITY. This will prove that we are using this facility in our teaching-learning process. Some members suggested that introducing On-line courses will enhance the score in Teaching-Learning process.

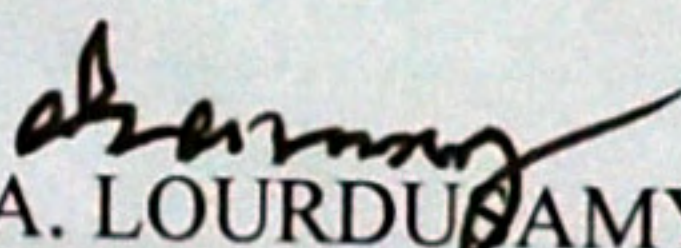
Then the item Placement Cell activities on the agenda was taken up for discussion.

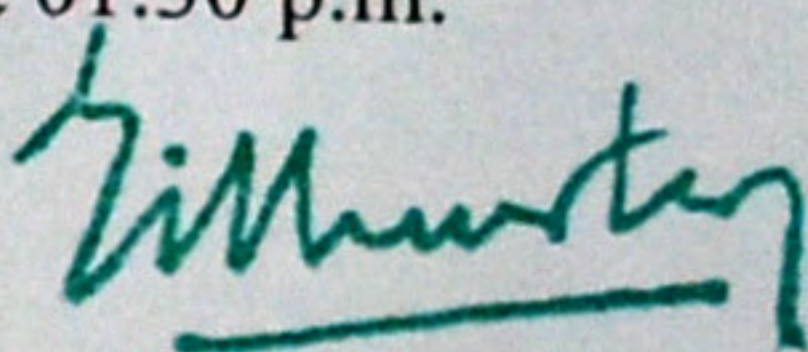
The following were the activities of Placement Cell during 2015-2016:

- 30 Interviews were arranged; 753 students attended the interview; 133 students received Placement order.
- 9 students got Part-time jobs under "Earn while you learn" Program.
- The Placement Cell organized 6 seminars
- Software Development & Testing Training Centre: St. Xavier's signed an MoU with Fintek Solutions, Malaysia to start software Development & Testing Training Centre in the premises of St. Xavier's College, Palayamkottai. This will provide hands-on experience on real time software development process to the meritorious students of our College during their studies. Also this provides placement opportunity & technical training at Malaysia for the best performing students after the completion of their degree course.

The members of IQAC congratulated Dr. S. Chidambaranathan, the placement officer, for carrying out placement activities efficiently.

There being no further business the meeting came to an end at 01.30 p.m.


(Dr. A. LOURDUSAMY)
IQAC CO-ORDINATOR


(Rev. Dr. V. GILBERT CAMILLUS, S.J.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI

IQAC MEETING HELD ON 08.07.2016 AT 10.30 a.m.

IN THE CONFERENCE HALL

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. V. Britto, S.J.	<i>Britto</i>
02	Dr. A. Lourdusamy	<i>Arammy</i>
03	Dr. V.S. Joseph Albert	<i>v. s. josph albert</i>
04	Rev. Dr. L. John Peter Arulanandam, S.J.	<i>Arulanandam</i>
05	Dr. S.V.L. Michael	<i>S.V.L. Michael</i>
06	Dr. V. John	
07	Rev. Dr. S. Arockiasamy, S.J.	<i>Arockiasamy</i>
08	Dr. M. Julias Caesar,	<i>Julias Caesar</i>
09	Dr. S.P. Victor	
10	Rev. Dr. Danis Ponniah, S.J.	<i>Danis Ponniah</i>
11	Rev. Dr. A. Antonysamy, S.J.	<i>Antonysamy</i>
12	Dr. L. Henry Joseph	
13	Dr. P. Lourdes Poobala Rayen	<i>Lourdes Poobala Rayen</i>
14	Dr. J. Amalanathan	<i>J. Amalanathan</i>
15	Dr. V. Jeyabal	<i>Jeyabal</i>
16	Dr. Lizie Williams	<i>Lizie Williams</i>
17	Mrs. S. Saraswathi	<i>Saraswathi</i>
18	Dr. T. C. Raja Kumar	
19	Rev. Dr. N. Casimir Raj, S.J.	<i>Casimir Raj</i>
20	Mr. Jothi Kumar	<i>Jothi Kumar</i>
21	Thiru. A.P.C.V. Chockalingam, Secretary, V.O.C. College, Tuticorin	
22	Dr. A. Selvakumar, Principal, Pope's College, Sawyerpuram	<i>Selvakumar</i>
Special Invitees		
22	Dr. C. Eugene Franco	<i>Eugene Franco</i>
23	Dr. S. Mary Jelesin Kala	<i>Mary Jelesin Kala</i>
24	Mrs. M. Charlet Rosemary Vijaya	<i>M. Charlet</i> <i>08/07/16</i>

**MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 11.30 A.M. ON 08TH JULY 2016**

AGENDA

- Prayer- Rev. Dr. Arulanandam S.J., Vice-Principal
- Welcome Address- Rev. Dr. V. Britto S.J., Principal
- Minutes of the Previous meeting
 -Dr. S.V.L Michael, Vice-Principal
- IQAC Newsletter and Redesigned Website
- Staff Orientation and Training Programme.
- Online course
- ICT enabled Teaching- Learning Process
- Arrupe Academy of Vocational Education (AAVE) courses
- Women Empowerment- Dr. S. Mary Jelesin Kala
- Starting new courses
- Eco-friendly Activities
- Enhancing Infrastructural Facilities
- Research Projects
- Collaborations
- Any other matter

Rev. Dr. V. Britto, S.J., Principal, called the meeting to order. Rev. Dr. L. John Peter Arulanandam, S.J., invoked God's blessing on the members through his prayer. Fr. Principal welcomed the members and initiated the Proceedings of the day.

Dr. S.V.L. Michael, Vice-Principal, presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdusamy, IQAC Co-ordinator, presented the report of each item on the agenda. He reported the following activities:

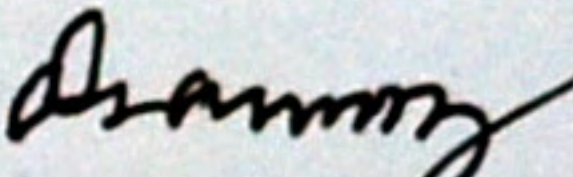
The IQAC Newsletter was released on 16th July 2016. The website has been designed in such a way that the activities of all the departments can be uploaded in the website. An orientation programme for teachers appointed since June 2007 was conducted on 14th & 15th June 2016.

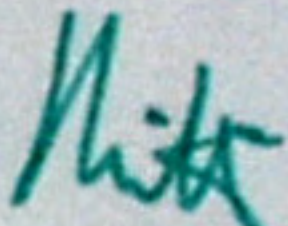
Rev. Fr. S.I. Wilson, Director, Anugraha Institute of counselling and psychotherapy, Dindigul and Rev. Dr. S. Xavier Alphonse S.J., Co-ordinator, Jesuit Madurai Province Higher Education Commission, were the resource persons for the orientation programme.

Also IQAC Co-ordinator informed the members that e-content videos containing the usage of facilities available in Smart Board are available in our web-site and our staff can have access and make use of this facility for Teaching-Learning process. The members expressed their opinion that it takes ten to fifteen minutes to take the equipment to class room and to set it up for usage. If we have full fledged class room the time taken to set it up will be minimized.

It was resolved to implement the following quality measures in 2016-2017

- To conduct workshop for recording on line course modules on "Numerical Ability" to be offered by the Dept. of Mathematics in July 2016.
- To Record "online Course" modules in August 2016.
- That a seminar on "Psychology of Students" to be conducted in September 2017.
- Digital Library to be linked with College web-site.
- To offer Add-on courses by Arrupe Academy of Vocational Education (AAVE) in order to comply with the NAAC 2012 PEER TEAM recommendation that Add-on courses in more subjects relevant to the local need be started.
- To start the courses: M.Phil (English), M.Sc. Mathematics (Shift – II) in order to comply with the NAAC 2012 PEER TEAM recommendation that PG courses to be started.
- To introduce Bee-hive keeping activities in Xavier Hostel as part of eco-friendly activities.


(Dr. A. LOURBUSAMY)
IQAC CO-ORDINATOR


(Rev. Dr. V. BRITTO, S.J.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI

IQAC MEETING HELD ON 01.02.2017 AT 11.40 a.m.

IN THE CONFERENCE HALL

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. V. Britto, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. L. John Peter Arulanandam, S.J.	
05	Dr. S.V.L. Michael	
06	Dr. B. Victor	
07	Rev. Dr. S. Arockiasamy, S.J.	
08	Dr. M. Julias Caesar,	
09	Dr. S.P. Victor	
10	Rev. Dr. Danis Ponniah, S.J.	
11	Rev. Dr. A. Antonysamy, S.J.	
12	Dr. L. Henry Joseph	
13	Dr. P. Lourdes Poobala Rayen	
14	Dr. J. Amalanathan	
15	Dr. V. Jeyabal	
16	Dr. Lizie Williams	
17	Mrs. S. Saraswathi	
18	Rev. Dr. N. Casimir Raj, S.J.	
19	Mr. Jothi Kumar	
Special Invitees		
20	Dr.R. Francis Xavier	
21	Dr.S. John Peter	

MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 11.40 A.M. ON 01st FEBRUARY 2017

AGENDA

- Prayer-Rev.Dr. S. Arockiasamy S.J., Director, XIBA
- Welcome Address- Rev. Dr. V. Britto S.J., Principal
- Minutes of the Previous meeting –Mr. A. Jothi Kumar
- IQAC Activities – Completed-IQAC Coordinator
- NAAC 2017
- Getting Scopus and other details for research publication
- Updating Website
- Online course
- ICT enabled Teaching- Learning Process
- Research Projects
- Collaborations
- Feedback Register
- Implementation of CPE. (3rd Phase)-Activities completed
 - Deans
- Report about Star College Activities-Deans
- Any other matter

Rev. Dr. V. Britto, S.J., Principal, called the meeting to order. Rev. Dr. S. Arockiasamy, S.J., Director, XIBA, invoked God's blessing on the members through his prayer. Fr. Principal welcomed the members of IQAC and all HoDs / Co-ordinators and initiated the proceedings of the day.

Mr. A. Jothikumar, Vice-Principal, (Shift II), presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdusamy, IQAC Co-ordinator, presented the report of the items on the agenda. He reported that the following activities were conducted by the IQAC from July 2017:

- Workshop on using smart board for preparing on-line course material for the teachers of the Dept. of mathematics on 16.07.2016 and 17.07.2016.
- Workshop for "Recording on-line course modules" for the teachers of the Department of Mathematics from 08.08.2016 to 24.08.2016.
- Seminar on 'Psychology of students' for the teachers on 30.09.2016.
- Seminar on "Life Skills and Soft Skills" for a team of Teachers on 22.11.2016.
- Seminars on the topics "Self-help", "Awareness about ill effects of alcoholism & drug addiction, "Eight dimensions to excel in life" for I UG students, II UG / III UG students and for PG / M.Phil. students respectively on 30.09.2016.

Then the IQAC Co-ordinator presented other items on the agenda. He said that our college will submit the Self Study Report (SSR) to the National Assessment and Accreditation Council (NAAC) in March 2017 so that our College could get accredited in the 4th cycle of accreditation. He said that we must keep up the tradition of Excellence which is the legacy created by the stalwarts of this institution in the past. So he solicited the co operation of all staff members to prepare the Self Study Report (SSR)

As we are in the process of preparing SSR it was informed to the members that for all our Research publication it is mandatory to give details about the following:

SC Image Journal Rank (SJR), Source Normalized Impact per Paper (SNIP), Number of papers listed in International Databases such as Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, Google scholar, Advanced Sciences (ASI), Cite Factor Directory of Sciences, Global Impact Factor (GIF), Open Academic Journals Index (OAJI), Research Bible and NAAS. The procedure for obtaining these details was explained by the IQAC co-ordinator.

Then the item "Updating Website" on the agenda was presented – the report regarding the activities, Departmental Alumni meetings conducted with affixing of a few photographs in suitable places was sought from the HoDs / Co-ordinators for the purpose of updating website.

Fr. Rector appreciated the work done with regard to updating website and asked the webteam to upload suitable photographs for each tab created in the website.

Then IQAC coordinator informed the members that the modules of the Online course on "Numerical Ability" are ready for uploading in website and thanked the members of the Dept. of mathematics for coming forward to offer on line course. The editing work done by Mr. Santhose kumar, Dept. of VisCom, was acknowledged.

Fr. Secretary invited the other Departments to offer online course & added that students must be motivated to get information from website.

Then there was discussion on applying for Research projects and setting up collaborations with industries and other institutions.

Fr. Principal insisted upon getting more projects sanctioned by different agencies.

Fr. Secretary said that the HoDs / Co-ordinators may come forward to apply for projects and motivate all teachers to apply for projects.

There was discussion on maintaining Dept. Diary and Visitors Diary to record all activities and to get opinion from Resource person / Guest / Expert visiting the college. It was decided to maintain Dept. Diary and Visitors Diary in all units of the college.

Fr. Secretary informed the members that Instrumentation centre will be setup by march 2017, so that the researchers from our Institution as well as from other institutions will have an easy access to the Instruments for their research work.

The Deans presented the report about implementation of CPE (3rd phase) and STAR COLLEGE programme activities.


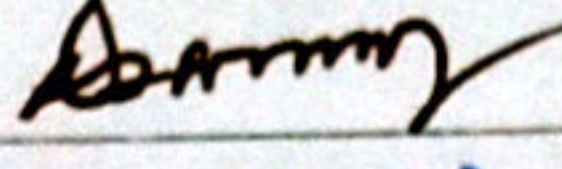
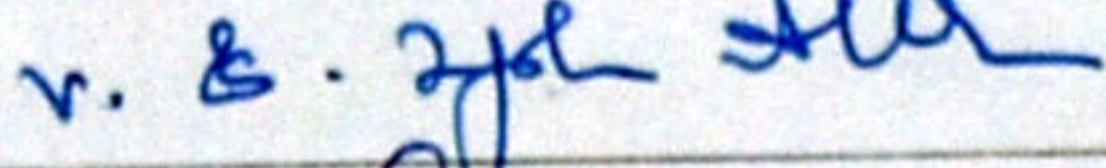
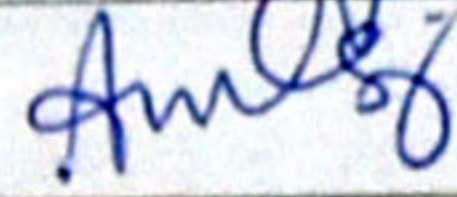

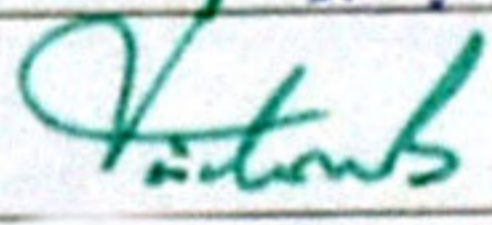
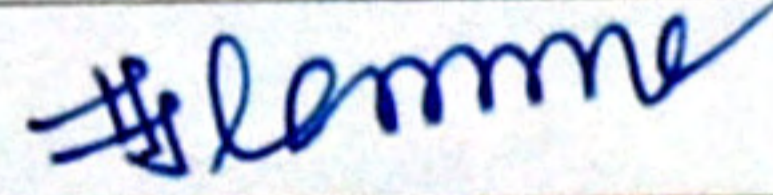
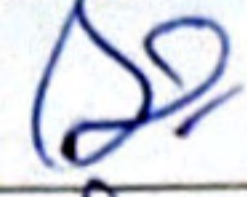
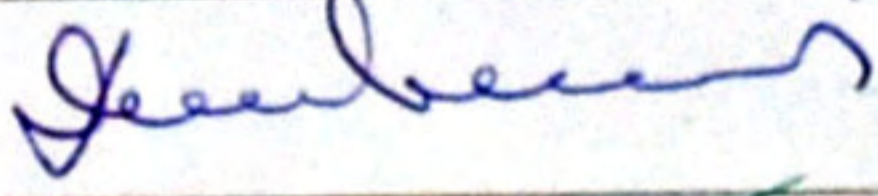
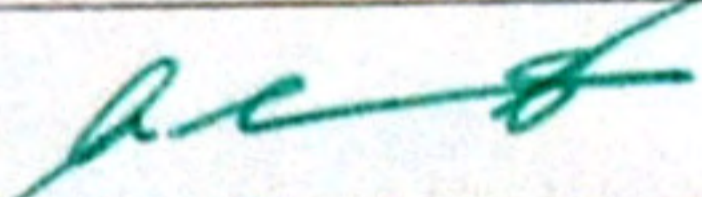
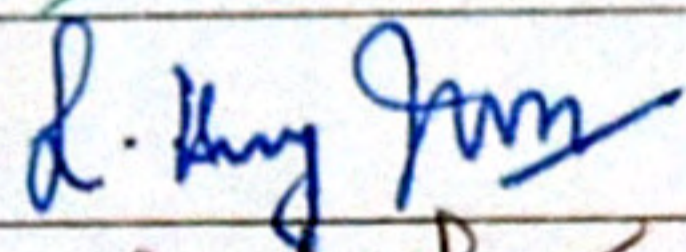
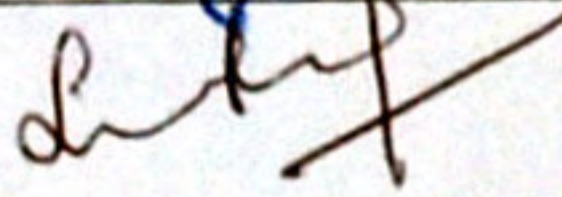
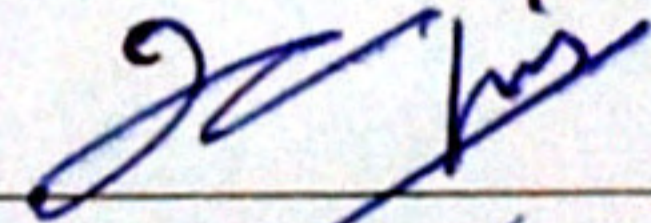
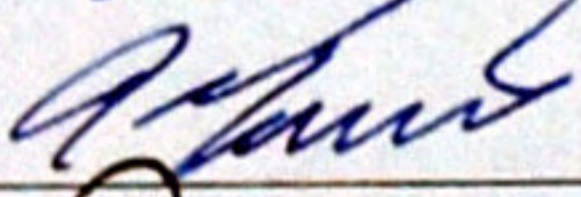
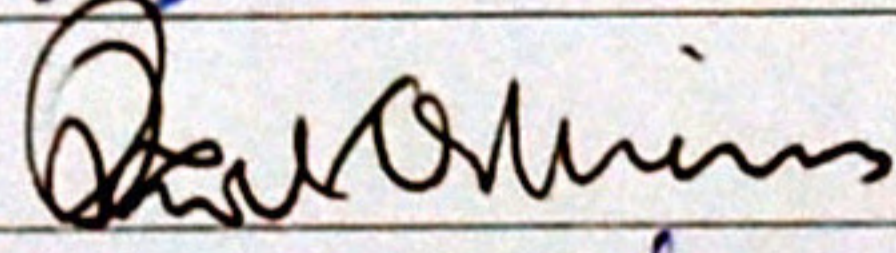
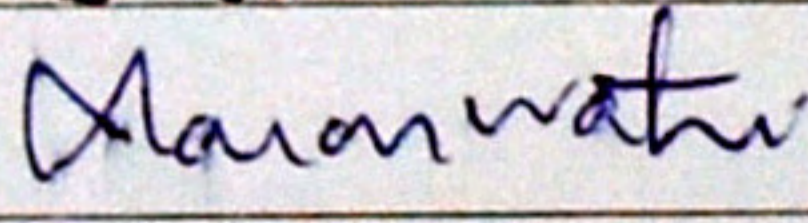
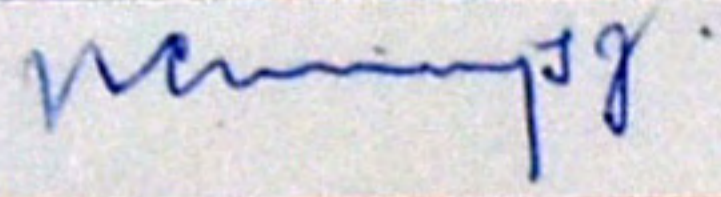
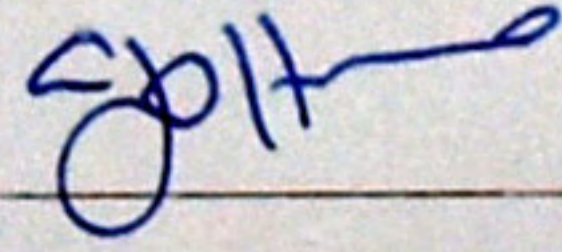
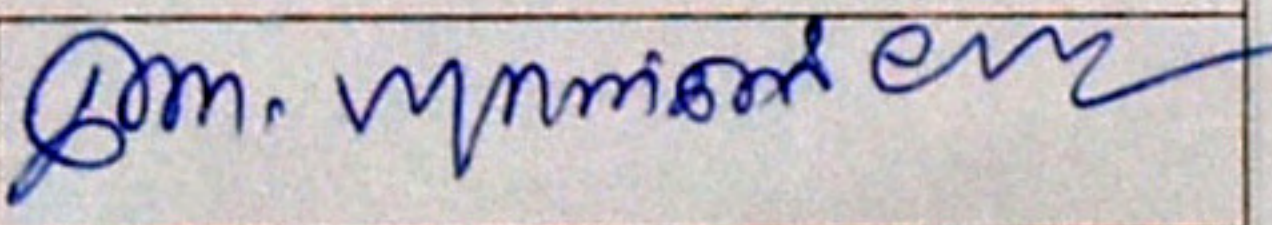
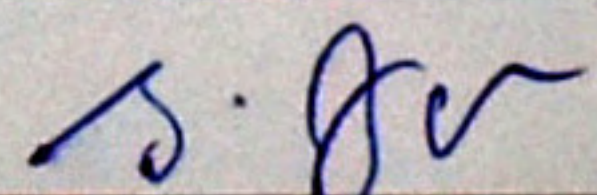
With the vote of thanks by Fr. Principal the meeting came to an end at 1.30 p.m.

(Dr. A. LOURDUAMY)
IQAC CO-ORDINATOR

(Rev. Dr. V. BRITTO, SJ.)
PRINCIPAL & CHAIRMAN OF IQAC

IQAC MEETING held on **07.04.2017** at **09.30 a.m.** in the **Conference Hall**

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. V. Britto, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. L. John Peter Arulanandam, S.J.	
05	Dr. S.V.L. Michael	
06	Dr. B. Victor	
07	Rev. Dr. S. Arockiasamy, S.J.	
08	Dr. M. Julias Caesar,	
09	Dr. S.P. Victor	
10	Rev. Dr. Danis Ponniah, S.J.	
11	Rev. Dr. A. Antonysamy, S.J.	
12	Dr. L. Henry Joseph	
13	Dr. P. Lourdes Poobala Rayen	
14	Dr. J. Amalanathan	
15	Dr. V. Jeyabal	
16	Dr. Lizie Williams	
17	Mrs. S. Saraswathi	
18	Rev. Dr. N. Casimir Raj, S.J.	
19	Mr. Jothi Kumar	
Special Invitees		
20	Dr.R. Francis Xavier	
21	Dr.S. John Peter	

MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 09.30 A.M. ON 07TH APRIL 2017

AGENDA

- Prayer – Dr. A. Laurence Selvaraj
- Welcome Address - Rev. Dr. V. Britto, S.J., Principal
- Minutes of the Previous meeting- Dr. S.V.L. Michael, Vice Principal
- Glimpses of the report of the activities for the period 2012-2017 & Proposed Action
 - Paper Published in Books/ Proceedings / Journals
 - Books / Proceedings Published
 - Staff participation in Seminars, Presenting papers in Seminars and Acting as resource persons in Seminars
 - Resource Persons invited
 - Seminars organized
 - Research Projects
 - Patents
 - Journals
- Data Required to prepare AQAR
- Curriculum Design and Development 2017-2018
- Placement Cell activities
- Any other matter

Rev. Dr. V. Britto, S.J., Principal, called the meeting to order. Dr. A. Laurence Selvaraj, Director of Physical Education, invoked God's blessing through his prayer, Fr. Principal welcomed the members of IQAC and all HoDs / Co-ordinators and initiated the proceedings of the day.

Dr. S.V.L. Michael, Vice-Principal, (Shift I), presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdusamy, IQAC Co-ordinator, presented the report of the items on the agenda.

He presented the glimpses of the report of the activities for the period 2012-2017 and proposed certain measures towards quality enhancement.

The details are as follows:

The total number of papers published in Books / Proceedings is 228 and in Journals is 610.

The total number of Books / Proceeding published is 89.

58 staff have been Resource persons for 437 Seminars / Conferences. 107 staff have participated in 357 seminars.

111 staff have presented 425 papers in Seminars / Conferences.

Total number of Resource persons invited to the campus is more than 840, 5 International Seminars, 26 National Seminars, and 120 state level seminars and Quiz programmes have been conducted.

26 major research projects, 13 minor research projects, and 3 research scholar projects have been completed to the tune of 7,98,41,470.

There are 2 ongoing major research projects, one ongoing minor research projects and 2 research scholar projects.

The number of sanctioned major research projects, minor research projects and research scholar projects are 1,6 and 2 respectively.

There are two published patents and one patent titled by Dr. M.A. Haniffa *et. al* in the Centre for Aquaculture Research and Extension (CARE); two patents filed by Dr. K. Sahayaraj in the Crop Protection Research Centre (CPRC).

The College is publishing 6 research journals; of them the journal of Biopesticides brought out by the Crop Production Research Centre (CPRC) is indexed in Web of Science, Scopus and is in the UGC approved list of Journals.

Rev. Dr. Danis Ponniah S.J., Rector, shared his observation that there is an enormous increase in the number of papers published in the academic year 2016-17 and enquired whether any analysis is made regarding this.

Rev. Dr. A. Antonysamy, S.J., Secretary, explained that it is all due to the encouragement of the administration. He added that our publications should be of quality and our staff should have publication in Journals which are indexed in International Data bases.

Fr. Principal insisted that quality Seminars should be conducted for the dissemination of knowledge.

Dr.V.S. Joseph Albert said that the departments of Shift I & Shift II or departments belonging to a school can come forward to conduct Seminars of international standard.

When there was a discussion on scholarships given to students by the management, Rev. Dr. Danis Ponniah, S.J., Rector, said that six students from Sri Lanka were given Board & Lodge and also students from Africa were provided with management scholarship.

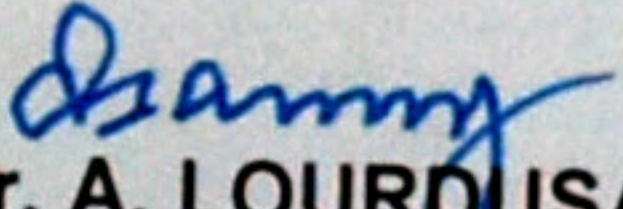
The IQAC proposed the following action:

- (i) To maintain Department / unit Diary and visitors log book by all units of the college which will lead to the creation of Integrated Data Centre / Information Centre.
- (ii) IQAC appreciated the Students' Council & Department of Commerce (Shift II) for bringing out SXC EXCELLA & Department Newsletter respectively which contain the activities of the academic year 2016-17. IQAC proposed to have News Letter from all units of the college
- (iii) To get indexed in Web of Science & Scopus for the journals published by the College.
- (iv) To conduct orientation programme to know the procedure to write research proposals.
- (v) To urge all staff to get citation index and the list of papers published in the International data base.
- (vi) To conduct Bridge Course for I UG students for major subjects also by bringing out a printed material as it is done for the subject English

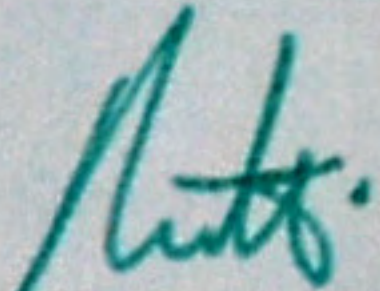
There being no further business the meeting came to an end at 11.40 a.m.

Action Taken Report

- Deans office has issued visitors log book to all units of the College.
- SAX has changed the Editorial Board to suit the requirements of Scopus Database; after publishing 3 issues from now, it will apply to get scopus index.
- Procedure was explained to the HoD's to get citation index and the list of papers published in the International database on 10.04.2017 during meeting of Officials, HoDs / Co-ordinators & procedure has been sent by IQAC to all staff members through mail.
- Orientation on " Writing research proposal" will be conducted on 07.08.2017.
- Bridge Course, was conducted for major subjects also by bringing out a printed material in 2017-18.


(Dr. A. LOURDUSAMY)

IQAC CO-ORDINATOR


(Rev. Dr. V. BRITTO, S.J.)

PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting held on 25.07.2017 at 09.30 a.m. in the Conference Hall.

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. V. Britto, S.J.	<i>[Signature]</i>
02	Dr. A. Lourdusamy	<i>[Signature]</i>
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. L. John Peter Arulanandam, S.J.	<i>[Signature]</i>
05	Dr. S.V.L. Michael	<i>[Signature]</i>
06	Dr. B. Victor	<i>[Signature]</i>
07	Rev. Dr. S. Arockiasamy, S.J.	<i>[Signature]</i>
08	Dr. F.X. Robert Bellarmine	<i>[Signature]</i>
09	Dr. S.P. Victor	<i>[Signature]</i>
10	Dr. C. Eugene Franco	<i>[Signature]</i>
11	Mrs. J. Raxy	<i>[Signature]</i>
12	Rev. Dr. D. Thomas Alexander, S.J.	<i>[Signature]</i>
13	Rev. Dr. A. Antonysamy, S.J.	
14	Dr. S. Arulraj	<i>[Signature]</i>
15	Dr. P. Lourdes Poobala Rayen	<i>[Signature]</i>
16	Dr. Tharcis Albin <i>D.</i>	<i>[Signature]</i>
17	Dr. Prem Anand <i>1</i>	<i>[Signature]</i>
18	Dr. Lizie Williams	<i>[Signature]</i>
19	Mrs. S. Saraswathi	<i>[Signature]</i>
20	Rev. Dr. N. Casimir Raj, S.J.	
22	Thiru. A.P.C.V. Chockalingam, Secretary, V.O.C. College, Tuticorin	<i>[Signature]</i>
23	Dr. A. Selvakumar, Principal, Pope's College, Sawyerpuram	<i>[Signature]</i> <i>25.07.17</i>

**MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 09.45 A.M. ON 25TH JULY 2017**

AGENDA

1. Prayer – Rev. Dr. L. John Peter Arulanandam, S.J., Vice Principal
2. Welcome Address – Rev. Dr. V. Britto, S.J., Principal
3. Minutes of the previous meeting – Dr. C. Eugene Franco
4. Staff Orientation
5. Student Orientation
6. Syllabus revision
7. National Institutional Ranking Frame work (NIRF)
8. NAAC New manual
9. Data Centre & Departmental Diary of Staff – Student activities & Departmental News Letter
10. Seminar for staff on “How to write research proposal”
11. Workshop on “Preparing report using NIRF manual & NAAC new manual” for staff
12. Academic Audit
13. Green Practices & Eco friendly Activities
14. Any other matter

Rev. Dr. V. Britto, S.J., Principal, called the meeting to order. Rev. Dr. L. John Peter Arulanandam S.J., invoked God's blessing through his prayer, Fr. Principal welcomed the members of IQAC and initiated the proceedings of the day. Dr. C. Eugene Franco, Dean of Students, presented the minutes of the previous IQAC meeting and the minutes were confirmed.

Dr. A. Lourdusamy, IQAC Co-ordinator, presented the report of the items on the agenda. At the outset the IQAC Co-ordinator, presented the following brief report about the orientation programme conducted:

The Orientation Programme on “Counselling and Mentoring: was held for Teaching Staff on 19th & 20th June 2017. Rev. Dr. Jeyaseelan, a specialist in Psycho Dynamic & Gestalt Therapy, from Anugraha College of Counselling & Psychotherapy Dindigal;

Fr. Santiago, Counsellor, Retreat centre, Claret prem nivas, 227/4, Tipperrary Road, Yercand, Salem;

Dr. John Balliah, Counselling Psychiatrist, St. Joseph's College, Trichy;

were Resource persons for the Orientation Programme for Teaching Staff

Orientation Programme was conducted for III UG & II PG students on 19th & 20th June 2017 on the following topics:

1. Self-confidence;
2. Capacity Building;
3. Accepting & Discovering oneself;
4. Path of Attraction;
5. How to handle the emotions;
6. How to succeed in life;
7. Love Language.

The resource persons were:

- 1) Mr. Vairavarajan, Human Resource Development Trainer, 6/52 Mutharamaman Koil street, Vallanadu
- 2) Mr. Esakkimuthu, Youth Development Centre, Palayamkottai

- 3) Dr. John Balliah, Counselling Psychiatrist, St. Joseph's College (Autonomous), Trichy.
- 4) Fr. Richard S.J., Jesuit Centre for Counselling (JESCCO), 7AA Road, Loyola Technical Institute Campus, Madurai
- 5) Fr. A. Jockim Xavier Dasan, Assistant Director, Laity Centre, Caldwell Colony, Thoothukudi
- 6) Fr. Benziger Lution, Director, Laity Centre, Caldwell Colony, Thoothukudi.

Students were divided into three groups and 24 sessions were conducted on 19th&20th June 2017.

Dr. V.S. Joseph Albert, Deputy Principal, pointed out that the session on "Mentoring" is important and a committee should be formed to look into ways and means to enhance the performance of Tutor-Ward system. So a committee under the chairmanship of Dr. C. Eugene Franco was formed & Fr. Principal said that we should develop a system of mentoring in a Scientific & Systematic way. Rev. Fr. Antonysamy S.J., Secretary, said that the record book distributed to Tutors must be collected back at the end of the Second year, Rev. Dr. Thomas Alexander, S.J., said that we must travel with students to help them out when they are in need of counselling.

There was discussion on syllabus revision. IQAC co-ordinator initiated the discussion by suggesting to include the following aspects stipulated in the revised Assessment and Accreditation Framework by NAAC:

- (i) The curriculum evolved comprises Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs).
- (ii) The curriculum designed may also focus on employability, entrepreneurship and skill development
- (iii) To have provision **for added courses** and activities which contribute to sensitizing students to cross-cutting issues relevant to the current pressing concerns both nationally and internationally such as gender, environment and sustainability, human values and professional ethics, development of **creative and divergent competencies**.
- (iv) To increase the number of students undertaking field projects / internships
- (v) To increase inter-disciplinary options
- (vi) To have horizontal mobility

During the discussion on revising the curriculum the following two points came up for discussion:

- (i) To revise the syllabus for the entire programme or
- (ii) To carry out the work year wise.

Fr. Principal said, "this matter will be discussed in other fora before arriving at final decision".

UGC is contemplating on "Graded Autonomy to Institutions of Higher Education" based on the performance rank received from National Institutional Ranking Framework(NIRF). Also NIRF may be linked with getting financial assistance: There was a discussion on participation in NIRF ranking process from the academic year 2017-18.

About participating in NIRF exercise, Dr. V.S. Joseph Albert, Deputy Principal, said, "IQAC will request Governing Body to pass a resolution to participate in NIRF process"

Then there was a discussion on the Revised Assessment and Accreditation (A&A) Framework launched by NAAC in July 2017. The shift is:

- From qualitative peer judgement to data based quantitative indicator evaluation with increased objectivity and transparency .
- Towards extensive use of ICT confirming scalability and robustness .
- introducing pre-qualifier for peer team visit, as 30% of system generated score.
- introducing *System Generated Scores* (SGS) with combination of online evaluation (about 70%) and peer judgement (about 30%)
- In introducing the element of *third party validation* of data and the possibility of roping in multiple agencies
- In adopting a **100% off site evaluation** of HEIs applying **for 4th cycle accreditation**; on-site visits in exceptional cases
- In revising several metrics to bring in enhanced participation of students and alumni in the assessment process.

Another important component of A&A Framework is that we need to upload all documental evidences to NAAC in A&A process.

Then there was a discussion on the item: "Data / Documentation Centre and Departmental Diary of Staff & Student activities & Departmental News Letter"

IQAC Co-ordinator initiated the discussion by suggesting that information must be available with evidences in the Documentation / Data centre as well as in individual units of the College and it is necessary to create an Integrated Documentation Centre that will pave way for the preparation of full-fledged Self Study Report(SSR) & to apply for NIRF ranking.

IQAC Co-ordinator said, "In both Assessment & Accreditation Framework by NAAC & NIRF there are public / student perception, and students satisfaction survey; so we may have to create student data base with all details such as adhar number, phone number, address & so on and so forth.

Rev. Dr. Thomas Alexander S.J., Rector, said that student data bases have to be created for the purpose of uploading it in college website as it is mandatory when we apply for 4th cycle of Assessment & Accreditation to NAAC

During the discussion on creating documental evidences for the student scholarship offered by the Management, Mr. A.P.C.V. Chockalingam, secretary, VOC College, Tuticorin, said, "the scholarship forms received from students can be filed and the sanctioned scholarship forms can be scanned & a PDF file can be created so that it can be uploaded in college website while applying for 4th cycle of accreditation".

IQAC gratefully acknowledged the green initiatives undertaken by Rev. Dr. A. Antonysamy S.J., Secretary, and Rev. Fr. Arul Ravi, S.J., the Director of Xavier Hostel. Rev. Fr. Secretary has planted new trees in the campus & installed 3 KV capacity solar panels & Rev. Fr. Arul Ravi, has initiated Apiculture in the Xavier Hostel premises.

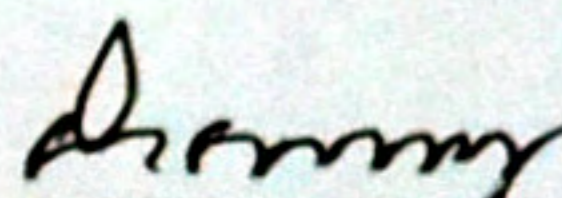
Rev. Fr. Principal invited the Secretary of VOC College to share his experiences of facing NAAC peer team-visit to VOC College, Tuticorin. Mr. A.P.C.V. Chockalingam, Secretary, VOC College, Tuticorin, shared his experiences while NAAC peer team members visited VOC College & expressed hope that they would be awarded with A grade.

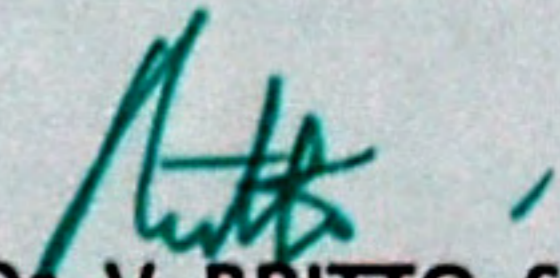
Dr. Selvakumar, Principal, Pope's College, Sawyerpuram, appreciated & congratulated the Management for carrying out all activities in a systematic way & wished that the college to get higher grade in the 4th cycle of Assessment & Accreditation (A&A) by NAAC.

There being no further business the meeting came to an end at 12.20 p.m.

Action Taken

- (1) Deans office has distributed "Visitor's Diary" in which details about experts invited will be recorded by each unit.
- (2) Dean's office has sent guidelines for revising the curriculum incorporating the aspects explained in NAAC new manual for Assessment & Accreditation.
- (3) IQAC requested the Governing Body to pass resolution to participate in NIRF ranking process and to go ahead with the preparations of SSR as per New NAAC manual and to conduct external Academic Audit. The Governing Body has instructed the IQAC to go ahead with the preparation.
- (4) The Committee comprising Dr. C, Eugene Franco (Dean of Students & Chairman), Dr. A. Lourdusamy (IQAC Co-ordinator), Dr. S. P. Victor (Dean of Science) & Dr. F.X. Robert Bellarmine (Dean of Arts) has come out with recommendations to effectively carry out Tutor-Ward system. The points will be discussed in IQAC meeting that is being held today.


(Dr. A. LOURDUSAMY)
IQAC CO-ORDINATOR

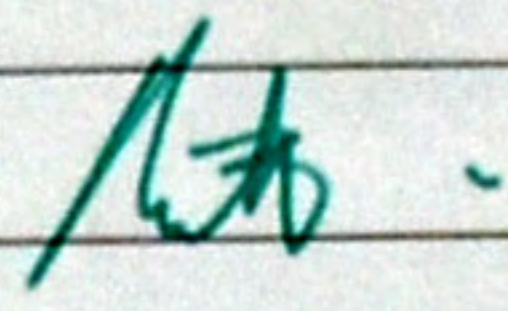
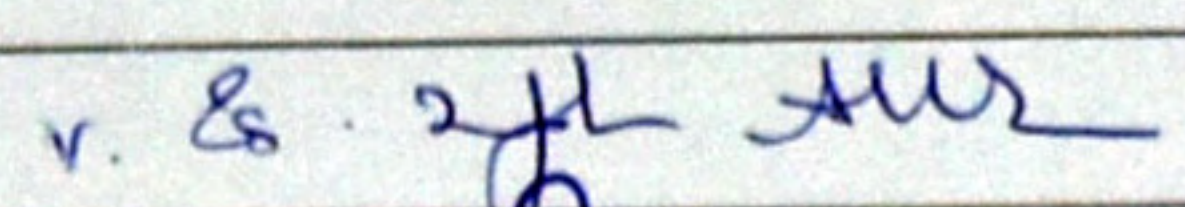
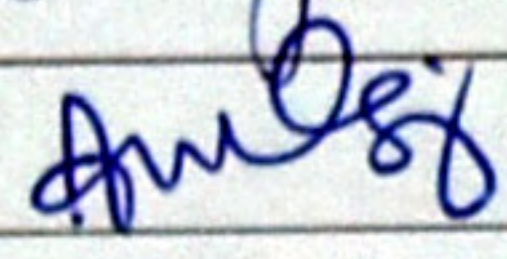
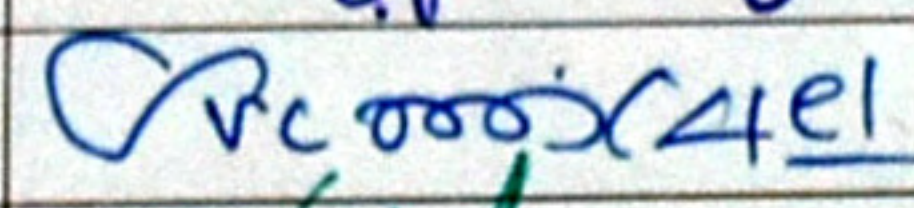
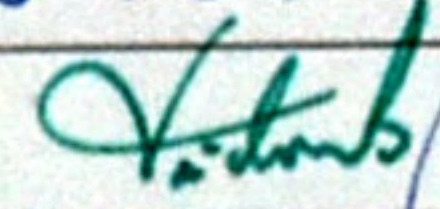
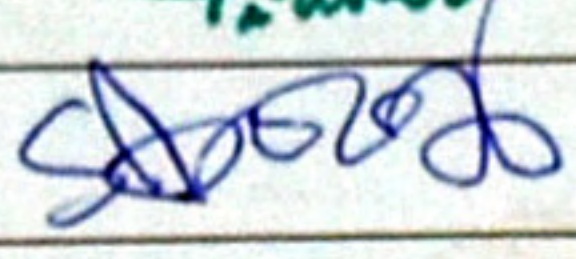
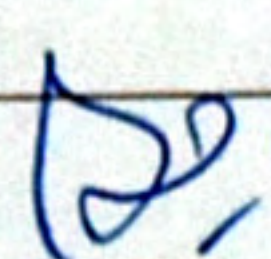
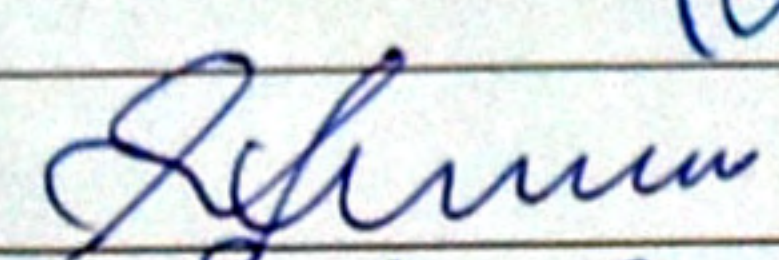
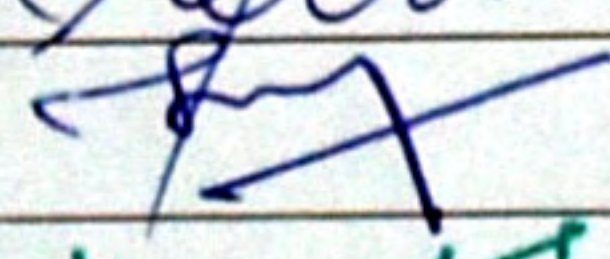
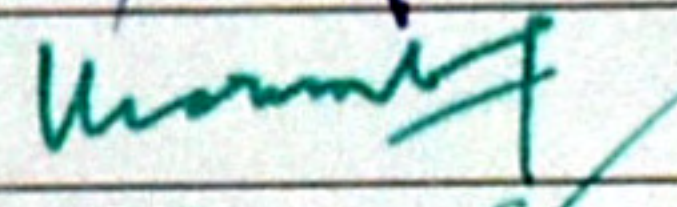
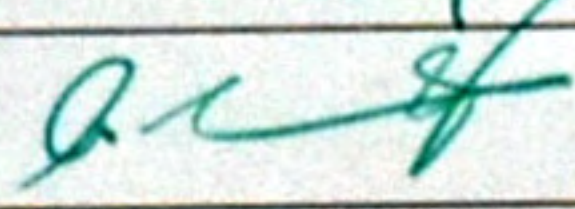
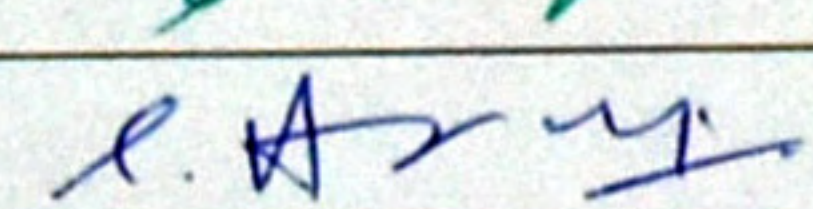
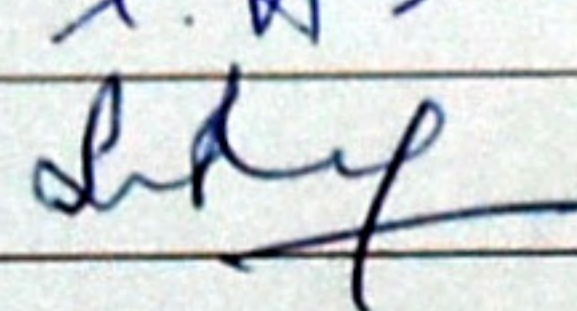
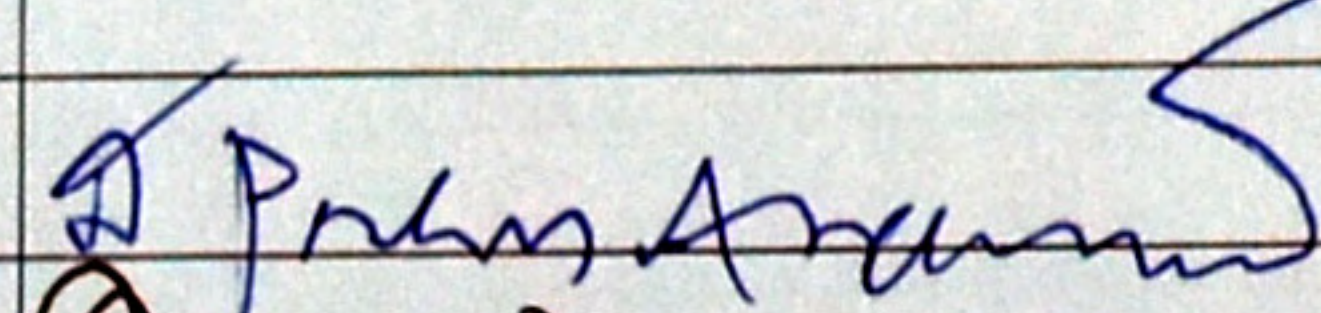
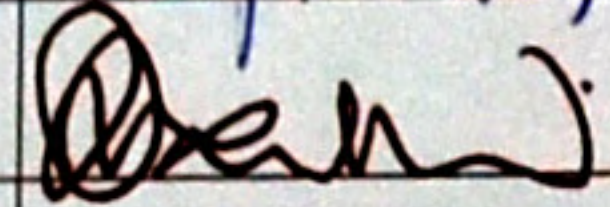
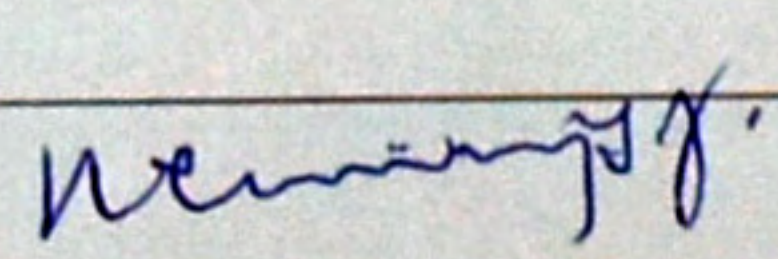

(Rev. Dr. V. BRITTO, SJ.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting held on 09.10.2017 at 09.30 a.m. in the Conference Hall.

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. V. Britto, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. L. John Peter Arulanandam, S.J.	
05	Dr. S.V.L. Michael	
06	Dr. B. Victor	
07	Rev. Dr. S. Arockiasamy, S.J.	
08	Dr. F.X. Robert Bellarmine	
09	Dr. S.P. Victor	
10	Dr. C. Eugene Franco	
11	Mrs. J. Raxy	
12	Rev. Dr. D. Thomas Alexander, S.J.	
13	Rev. Dr. A. Antonysamy, S.J.	
14	Dr. S. Arulraj	
15	Dr. P. Lourdes Poobala Rayen	
16	Dr. Tharcis Albin	
17	Dr. Prem Anand	
18	Dr. Lizie Williams	
19	Mrs. S. Saraswathi	
20	Rev. Dr. N. Casimir Raj, S.J.	
22	Thiru. A.P.C.V. Chockalingam, Secretary, V.O.C. College, Tuticorin	
23	Dr. A. Selvakumar, Principal, Pope's College, Sawyerpuram	

**MINUTES OF THE MEETING OF IQAC HELD IN THE
CONFERENCE HALL AT 09.30 A.M. ON 25TH JULY 2017**

AGENDA

1. Prayer
2. Welcome Address
3. Minutes of the Previous meeting
4. Steps taken for strengthening Tutor-Ward system
5. Feedback from final year students on curricular aspects – Questionnaire
6. Time line for preparing SSR Report
7. NIRF – templates
8. Ranking individual units of the college according to the performance
9. Documentation of all Activities
10. Any other matter

– Fr. Principal
– Rev. Dr. V. Britto, S.J., Principal
– Dr. S.V.L. Michael, Vice Principal
– Dr. C. Eugene Franco

Rev. Dr. V. Britto, S.J., Principal, called the meeting to order. He invoked God's blessing through his prayers. Then Fr. Principal welcomed all members to have fruitful interaction.

Dr. S.V.L. Michael, Vice-Principal, (Shift I), presented the minutes of the previous IQAC meeting and the minutes were confirmed. In the minutes it was read that 3KV solar panel was installed.

Rev. Dr. Antonysamy, Secretary, pointed out that 30KV solar panel was installed.

Dr. C. Eugene Franco, Dean of Students presented the report of the item: Steps taken for strengthening Tutor-ward system. He said that leaflet containing qualities of a Mentor was distributed to all teachers.

The following suggestions were given to strengthen Tutor – Ward system:

- Heads of Departments should frame time table so that the Tutors mentoring first year students can continue to mentor them when the students pass to second year.
- To extend Tutor – Ward system to III UG.
- To combine career guidance with mentoring if III UG is brought under Tutor – Ward system.

Rev. Dr. N. Casimir Raj, S.J., Senior Professor, XIBA, said that Academic mentoring is an ongoing process and Tutors should build rapport with students so that students open up to have free interaction with the Tutor on academic matters.

Dr. V.S. Joseph Albert said that we should explore methods of executing Tutor – Ward system effectively.

Fr. Principal said that Tutors coming together and sharing their experiences and learning from others will be helpful for teachers in carrying out Tutor – Ward system effectively.

Rev. Dr. D. Thomas Alexander, S.J., Rector, said that Tutors should carry out mentoring with mission attitude.

Fr. Rector suggested to collect the record book maintained by Tutors at the end of each semester to monitor the system & the responsibility was entrusted with the Heads of Departments.

Dr. A Lourdusamy, IQAC Co-ordinator, presented the report of the item: Feedback from final year students on curricular aspects. The Questionnaire was taken up for discussion for getting Feedback on curricular aspects from students.

Decision on conducting Academic and Administrative Audit (AAA) was taken. It was resolved to conduct AAA as per new manual of NAAC in March 2018.

Timeline on preparing Self Study Report (SSR) was finalized.

IQAC Co-ordinator presented the templates of NIRF (National Institutional Ranking Framework). Dr. V.S. Joseph Albert, Deputy Principal said, "As Government of India is contemplating to link NIRF rank with the award of financial assistance and Autonomy status of institutions, we must opt for getting NIRF rank". It was resolved to participate in NIRF ranking exercise.

Then the report on the item: "Ranking individual units of the college according to the performance of the unit" was presented by IQAC co-ordinator. First he presented the following UGC guidelines with regard to the functioning of IQAC:

The college will constitute the Internal Quality Assurance Cell (IQAC) in the College with Principal as Chairman, the member secretary as IQAC Director or IQAC Co-ordinator. The Cell will have an external Peer Team comprising of academicians of repute and will send report to UGC regarding the performance of the College. The report will also be put on public domain on the website of the College. The external peer review shall be conducted at least once in a year.

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution; Bi-annual development of Quality Radars (QRs) and Ranking of integral Units of Colleges based on the AQAR.
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

After presenting the UGC guidelines on the functioning of IQAC, the Co-ordinator of IQAC invited the members to share their views on the item: "Ranking individual units of the college according to the performance".

Rev. Dr. A. Antonysamy, S.J. Secretary, said, "It will be a chance to know one's strengths and for others an eye opener".

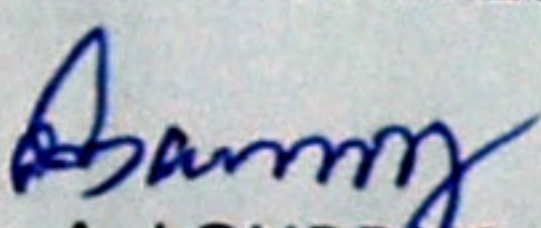
The members were reluctant on ranking the units of the college.

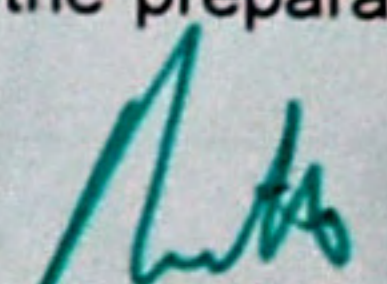
Then the item: "Documentation of all activities" was taken up for discussion. The members said that though each unit is documenting all the activities, there must be a scientific and integrated method of documenting all activities.

There being no further business the meeting came to an end at 1.00 p.m.

Action taken Report:

- ★ In November 2017 the Heads of Departments collected the Register maintained for Tutor - Ward system & after going through it, handed it over to the Tutor.
- ★ Feedback from final year students on curricular aspects was conducted in November 2017 and the report was sent to each department.
- ★ IQAC conducted students Feedback on teachers for the odd Semester in October 2017. In addition to Feedback analysis for individual teachers, Feedback analysis was done for each department and it will be presented in this meeting.
- ★ The report was submitted to NIRF desk on 08.12.2017 to participate in NIRF ranking exercise.
- ★ Questionnaire for preparing report for AAA was distributed to all departments. For offices and Service organizations, IQAC started the distribution of Questionnaire for the preparation of AAA on 01.03.2018.

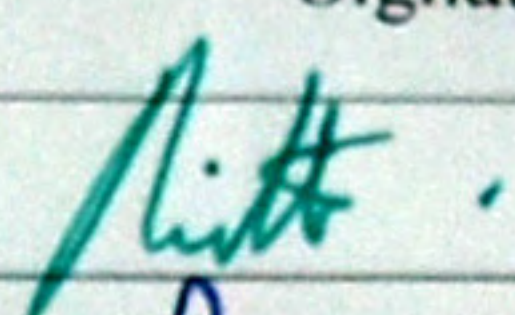
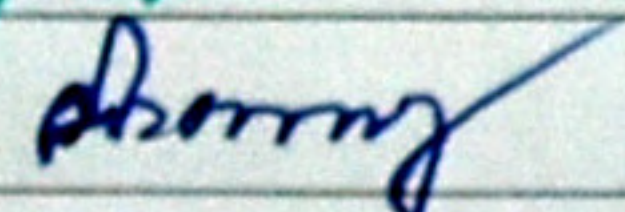
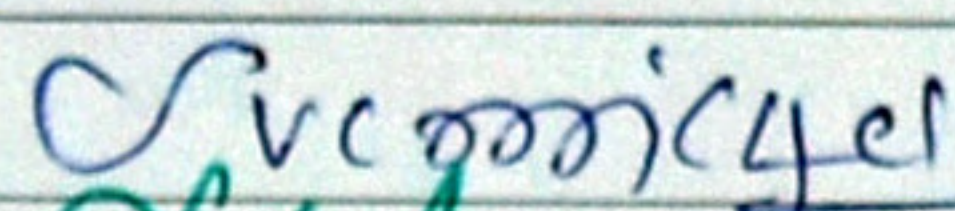
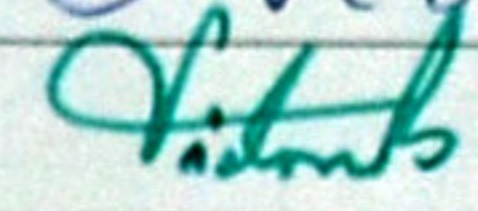
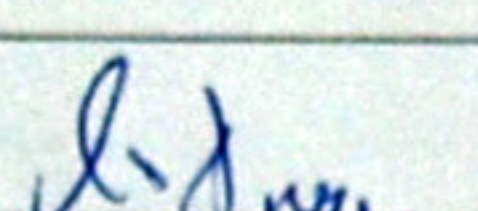
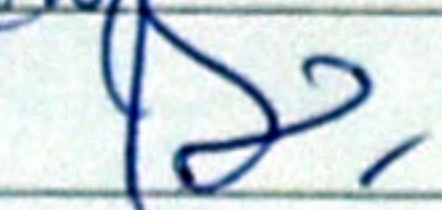
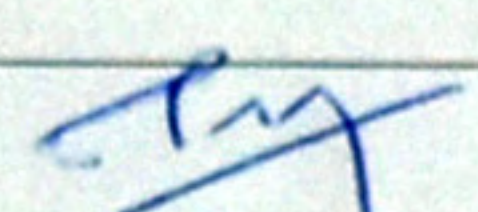
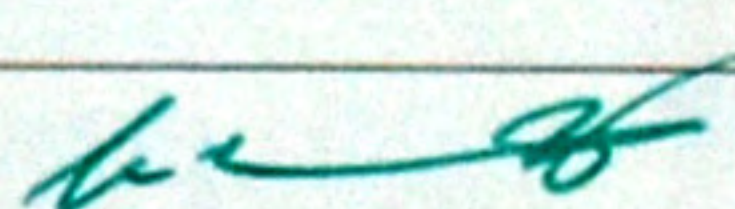
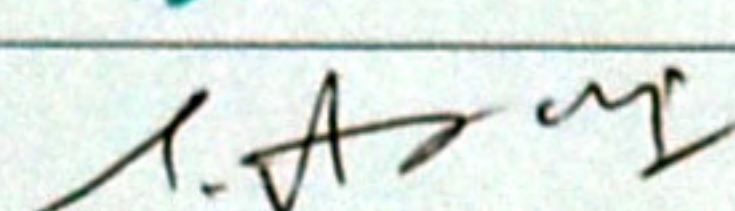
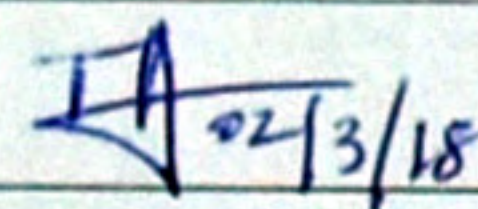
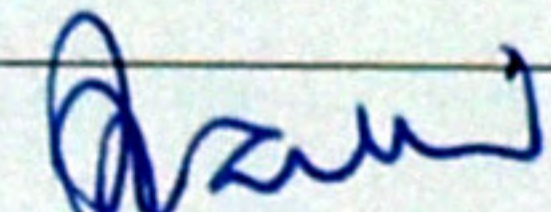
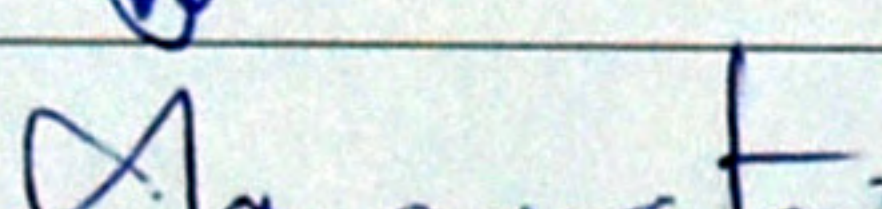

(Dr. A. LOURDUSAMY)
IQAC CO-ORDINATOR


(Rev. Dr. V. BRITTO, S.J.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting held on 02.03.2018 at 10.30 a.m. in the Conference Hall.

MEMBERS:

S.No	Name	Signature
01	Rev. Dr. V. Britto, S.J.	
02	Dr. A. Lourdusamy	
03	Dr. V.S. Joseph Albert	
04	Rev. Dr. L. John Peter Arulanandam, S.J.	
05	Dr. S.V.L. Michael	
06	Dr. B. Victor	
07	Rev. Dr. S. Arockiasamy, S.J.	
08	Dr. F.X. Robert Bellarmine	
09	Dr. S.P. Victor	
10	Dr. C. Eugene Franco	
11	Mrs. J. Raxy	
12	Rev. Dr. D. Thomas Alexander, S.J.	
13	Rev. Dr. A. Antonysamy, S.J.	
14	Dr. S. Arulraj	
15	Dr. P. Lourdes Poobala Rayen	
16	Dr. Tharcis Albin	
17	Dr. D. Prem Anand	
18	Dr. Lizie Williams	
19	Mrs. S. Saraswathi	
20	Rev. Dr. N. Casimir Raj, S.J.	
21	Thiru. A.P.C.V. Chockalingam, Secretary, V.O.C. College, Tuticorin	
22	Dr. A. Selvakumar, Principal, Pope's College, Sawyerpuram	

MINUTES OF THE MEETING OF IQAC HELD IN THE CONFERENCE HALL AT 10.30 A.M. ON 2nd MARCH 2018.

AGENDA

1. Prayer : Rev.Dr.S.Arockiasamy,S.J.
Director, XIBA
2. Welcome Address : Rev.Dr.V.Britto,S.J.
Principal
3. Minutes of the previous Meeting : Mrs.J.Rexy
Dean of Women Students
4. Student Feedback on Teachers
Odd Semester 2017-18 : Departmentwise analysis
5. Student Feedback on Curricular
Aspects : IQAC Coordinator
6. NIRF – Feedback- Public
Perception : IQAC Coordinator
7. Alumni & Parent Database : IQAC Coordinator
8. MRDA ranking applied for
Commerce Department : IQAC Coordinator
9. Minutes of all committees to be
collected : IQAC Coordinator
10. Academic and Administrative
Audit (AAA) : IQAC Coordinator
11. Any other matter

Rev.Dr.V.Britto, S.J., Principal, called the meeting to order. Rev.Dr.S.Arokiasamy S.J., Director, Xavier Institute of Business Administration invoked God's blessing through his prayer. Rev.Dr.V.Britto, S.J., welcomed all members to have fruitful interaction. Dr.A.Lourdusamy, IQAC coordinator, presented the report of each item on the agenda.

The report of Departmentwise analysis of Student Feedback on Teachers conducted in November 2017 for the Odd Semester in the academic year 2017-18 was take up for discussion.

Dr.A.Lourdusamy, IQAC Coordinator said, "We all know that we have the following ten parameters for getting student feedback on Teachers"

1. Subject knowledge of the teacher
2. Teaching skills (in terms of articulation and comprehensibility)
3. Sincerity / Commitment of the teacher
4. Interest generated by the teacher
5. Ability to integrate course material with life situations
6. Ability to integrate content with other courses
7. Availability of the teacher to interact with the student in and outside the class.
8. Ability to evaluate Quizzes / Assignments / Seminars / CIA tests/ projects objectively and impartially
9. Attitude of the teacher to give individual attention for weak and slow learners.
- 10 Overall rating

The percentage the department scored for each parameter was presented corresponding to the following scales of rating: Very Good, Good, Satisfactory, and Not satisfactory. Fr. Principal informed the IQAC coordinator to send the report to departments for their perusal.

Then the item: "Student Feedback on curricular aspects" was taken up for discussion.

Rev.Fr.Principal said that the departments can deliberate on the Feedback received from students on the aspects of "Teaching - Learning - Evaluation" and Curricular aspects in the departmental meetings.

Then the item: "NIRF - Feedback - Public Perception" was taken up for discussion. IQAC coordinator informed the members that NIRF desk invited public feedback in February 2018 and the procedure was hosted in our website till 26.02.2018 which was the last date for uploading the public feedback. Rev.Dr.A.Antonysamy,S.J. Director of Alumni Association of our college,

instructed the Alumni Association office to send a file containing the e-mail of Alumni for the purpose of sharing information on all aspects of quality enhancement activities of the college including NIRF participation and participation in Assessment and Accreditation (AA) done by National Assessment and Accreditation Council (NAAC).

IQAC has already received a file containing the E-mail IDs of the members of the Alumni and the office of the Alumni Association informed the IQAC office that it would keep updating the list of members with their E-mail and phone numbers for easy participation in the quality sustenance measures taken up by the College. In this respect it was decided to get the E-mail and phone numbers of the parents of students studying at present in our college.

With regard to effective functioning of all committees in our college, Dr.V.S.Joseph Albert, Deputy principal said that a system must be put in place for monitoring the functioning of all committees. Rev.Dr.A.Antonysamy,S,J. Secretary said that Fr.Principal can invite the coordinators of different committees to submit the register containing minutes periodically and can return it after going through it.

Dr.A.Lourdusamy, IQAC coordinator informed the members that College has applied for MRDA ranking for Commerce Discipline; MRDA is the Marketing and Development Research Associates wing of India Today.

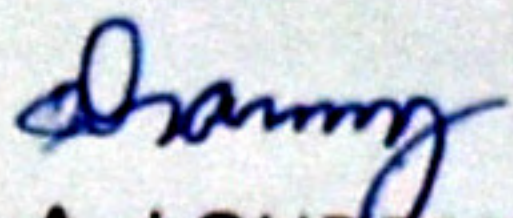
Rev.Dr.V.Britto, S.J., Principal explained to the members that the college has applied for MRDA ranking only for the Commerce Discipline; it was done in a short notice and there was no time to do it for other disciplines.

Then the item: "Academic and Administrative Audit (AAA) was taken up for discussion. IQAC coordinator informed the members that it is given in the UGC guidelines for the functioning of IQAC that external Academic and Administrative Audit (AAA) is to be conducted; NAAC also says all Higher Educational Institutions need to undertake AAA to carry out quality sustenance activities. It was decided to conduct AAA on 26th & 27th March 2018.

There being no further business the meeting came to an end at 12.15 p.m.

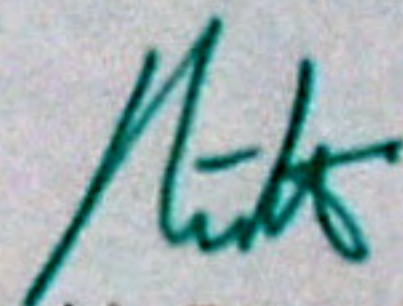
Action Taken Report

- Departmentwise analysis of Student Feedback on Teachers was distributed to all Departments.
- Feedback collected from Final year students in curricular aspects was distributed to all departments.
- Template to collect the E-mail IDs and phone numbers of parents of present students was sent to all departments.



(Dr. A. LOURDUSAMY)

IQAC-CO-ORDINATOR



(Rev. Dr. V. BRITTO, S.J.)

PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting held on 20.03.2018 at **11.30**
a.m. in Fr. Caussanel Hall.

Members:

All Teachers of Shift I and Shift II

MINUTES OF THE MEETING OF IQAC HELD IN FR.CAUSSANEL HALL

AT 11.30 A.M. ON 20.03.2018

AGENDA

1. Prayer : Rev.Dr.L.John Peter Arulanandam,S.J.
Vice-Principal
2. Welcome Address : Rev.Dr.L. John Peter Arulanandam, S.J.
Vice-Principal
3. Logistics of NAAC Accreditation : Dr.V.S. Joseph Albert
Deputy Principal
4. Preparation for Academic and Administrative (AAA) Audit as : Dr.A.Lourdusamy
Per Data Templates in new IQAC Coordinator
Manual of NAAC
5. Any other matter :

Rev Dr.L.John Peter Arulanandam S.J., Vice Principal, called the meeting to order. He invoked God's blessing on the members through his prayer. He welcomed all the members of teaching staff and initiated the proceedings of the day. He said that we are all here with the agenda: the new dimension of Accreditation and preparation for the Academic and Administrative Audit (AAA) based on NAAC new Manual. Dr.V.S.Joseph Albert, Deputy Principal, explained the logistics of Accreditation as per the new manual given by NAAC. Dr.A.Lourdusamy, IQAC coordinator explained the questionnaire for the preparation of AAA as per the new manual given by NAAC. All teachers attended the meeting. The meeting came to an end at 1.30 p.m.

Action Taken Report

Based on the questionnaire given in the NAAC new manual, the Academic and Administrative Audit (AAA) was conducted on 10.04.2018. The Peer team report is given below:

PEER TEAM REPORT Date of Visit - 10 April 2018

ACADEMIC AUDIT

ST. XAVIER'S COLLEGE (AUTONOMOUS)

PALAYAMKOTTAI 627 002

GENERAL INFORMATION	
Name & Address of the Institution:	St. Xavier's College (Autonomous) Palayamkottai - 627 002 Tamilnadu
1.4. Five major features in the institutional Context	<p>St. Xavier's College, Palayamkottai is an autonomous, co-educational Arts and Science institution run by the Jesuits and the college has consistently scored high grades ('A') in the last three cycles of NAAC assessment and accreditation and in NIRF-2018 ranking.</p> <p>The college operates two shifts and offers UG, PG and PhD programmes and also certificate courses.</p> <p>The college has been recognized by the UGC as a 'College with Potential for Excellence'.</p> <p>The college caters predominantly to socio-economically marginalized sections of society and aims at empowering them.</p>
1.5 Dates of visit of the Peer Team	April 10, 2018
1.6 Members of the Peer Team which undertook the on-site visit:	<p>Prof. A. Joseph Dorairaj (Convener) (Former Vice-Chancellor i/c) Professor of English Gandhigram Rural University Gandhigram 624 302, TN</p> <p>Dr.Sarah Sathiavathy (Member) Associate Professor and Head Department of Zoology Lady Doak College (Autonomous) Madurai 625 002</p>

SWOC ANALYSIS

3.1. Institutional Strengths:

Teachers are committed and care for their students' growth and development

The infrastructure facilities for curricular, co- and extra-curricular activities are good.

The college promotes a research culture and the number of research projects and publications is quite high.

In Shift I, all faculty members are PhD holders and are also research guides.

The college conducts Bridge courses in English and other subjects as well for freshers at the beginning of each academic year.

The college brings out 6 journals—two figure in the UGC list and two are Scopus and Web of Science indexed.

The Management offers a generous freeship to a number of socially-economically disadvantaged students.

The Departments of Maths, Physics, Chemistry, Botany and Zoology have got the DBT-STAR status.

The college has quite a few formal linkages and this has led to the signing of MoUs and sharing of knowledge.

The curriculum of all disciplines is revised and updated periodically.

3.2. Institutional Weaknesses:

The pass percentage of students in NET and SET is poor.

There is lack of diversity among the students, for most of them belong to this region.

A few courses like MA Folklore and MA Economics do not attract enough students.

The campus is not totally architecturally disabled-friendly.

The placement record is poor, though there are two professional programmes (MCA and MBA)

There is very little international collaboration.

3.3. Institutional Opportunities:

From CPE the college should progress to becoming a College of Excellence.

The college has the potential to improve its NIRF ranking.

The college can instill in its students concern for the marginalized groups.

AAVE could offer B.Voc. courses and become a centre for skill-development.

The college has the capacity to foster leadership qualities among the first general learners through its various curricular and co- and extra-curricular activities.

3.4. Institutional Challenges:

To retain its Grade/Scores (3.50) ranking in NAAC assessment and accreditation in the fourth cycle, especially under the new framework.

To maintain academic excellence despite admitting a large number of first-generation learners.

To ensure the survival of the Department of Folklore, for the student in-take is low.

To promote value-based education in a capitalist and consumerist society.

To improve the placement record.

RECOMMENDATIONS FOR QUALITY ENHANCEMENT OF THE INSTITUTION

Spell out Graduate Attributes and take concrete steps to translate these attributes into realities.

Formalize and sustain remedial coaching irrespective of UGC-funding.

Convert AAVE into a skill-development centre which could offer B.Voc. programmes.

Encourage MPhil and PhD students to sign up for MOOCs and NPTEL courses and motivate them to watch programmes uploaded in the SWAYAM portal (UGC)

Encourage every department to organize at least one national seminar every year.

Rope in experts from Central Universities and institutes of national importance as members of your BoS.

Motivate Science departments to encourage their students to apply for Summer internship and Winter Schools through INSA.

The college can publish e-newsletters which could be uploaded on the college website.

Promote inter-disciplinary research and encourage departments belonging to a particular School to take up inter-disciplinary research programmes.

Appoint a professional counsellor on a part-time basis.

Strengthen the Placement Cell so that more students get training as well as job offers.

Organize a seminar on Intellectual Property Rights and have a cell for IPR (10 points under Criterion III – Innovation Ecosystem).

Identify your institutional distinctiveness/uniqueness and prepare a write-up (20 points under Criterion VII).

Prepare your students for Students Satisfaction Survey (50 points under Criterion II).

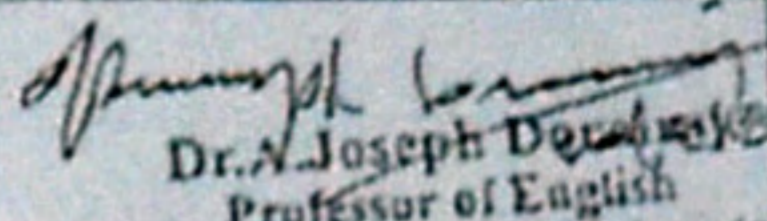
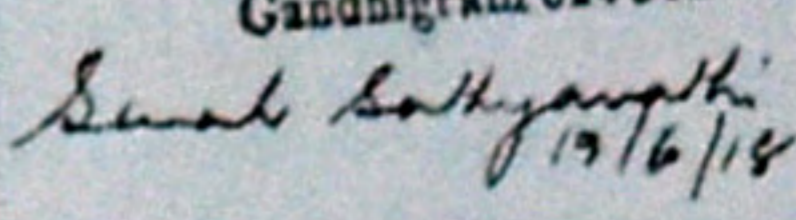
Prepare Programme Outcome and Course Outcomes for each programme and upload them in the website along with the syllabus/curriculum.

Explore the possibilities of establishing/retaining department libraries at least in research departments.

Make the total campus disabled-friendly.

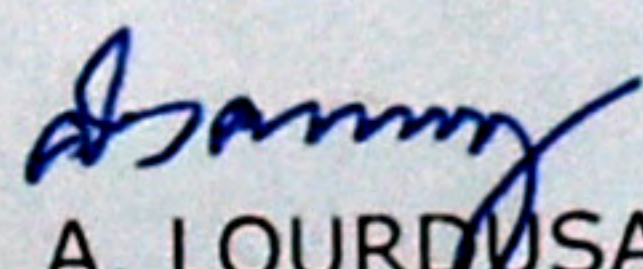
Ensure that e-teaching and learning go beyond PowerPoint Presentations and embrace online courses and e-lectures.

Signature of the Peer Team Members:

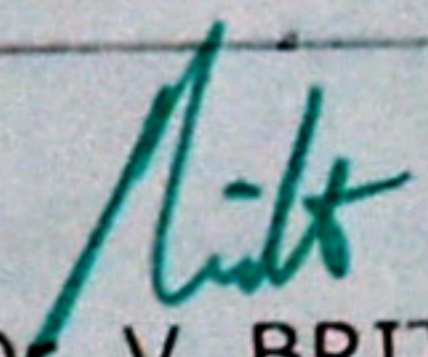
Name	Designation	Signature with Date
Prof. A. Joseph Dorairaj	Professor of English Gandhigram Rural University Gandhigram 624 302	 Dr. A. Joseph Dorairaj Professor of English Gandhigram Rural University Gandhigram 624 302 - TN
Dr. Sarah Sathiavathy	Associate Professor and Head Department of Zoology Lady Doak College (Autonomous) Madurai 625 002	 19/6/18

Place: Palayamkottai

Date: 10-04-2018


(Dr. A. LOURDU SAMY)

IQAC-CO-ORDINATOR

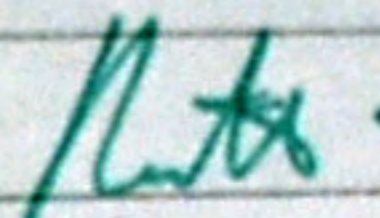
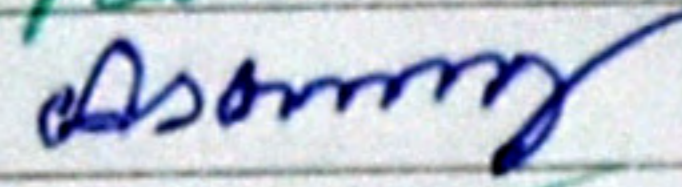
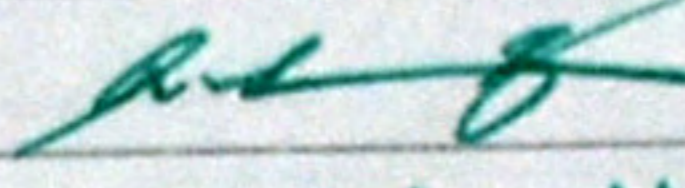
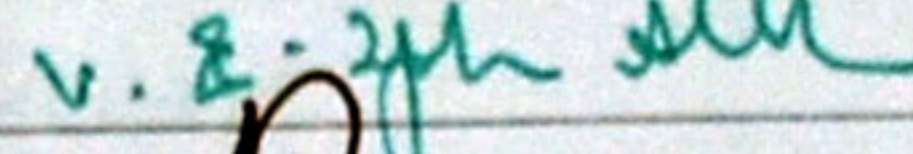
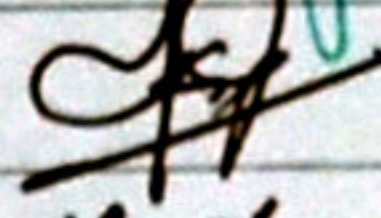
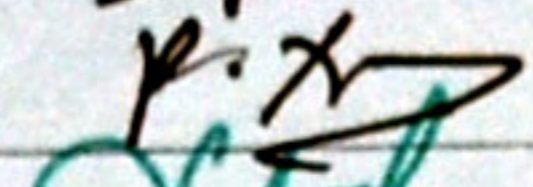
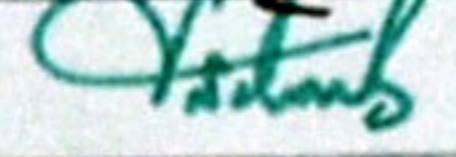
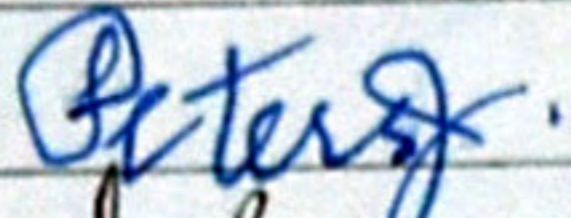
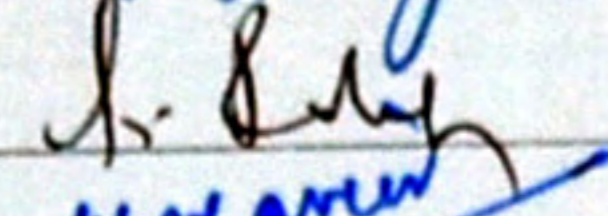
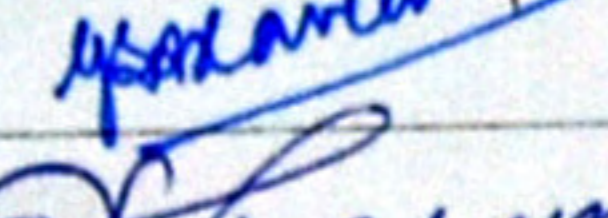
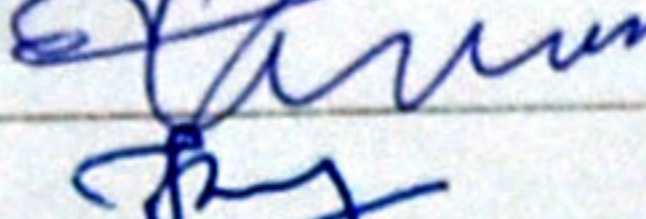
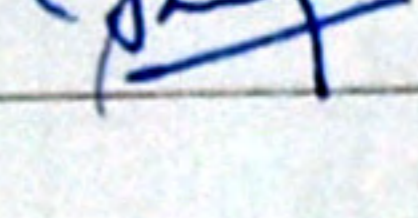
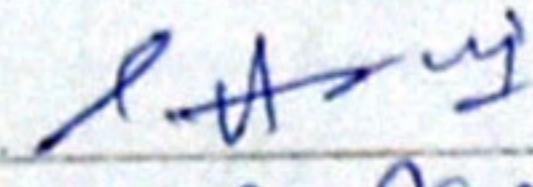
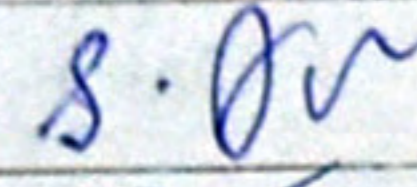

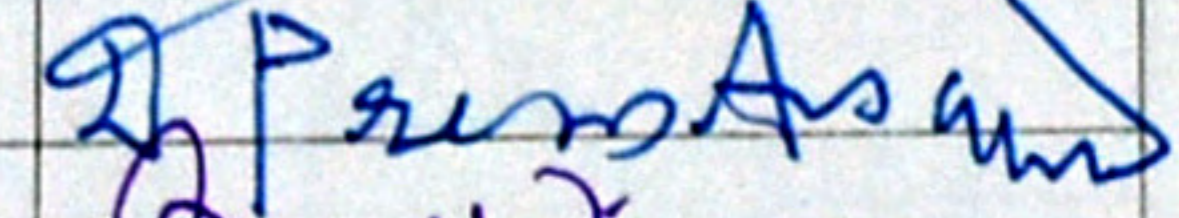
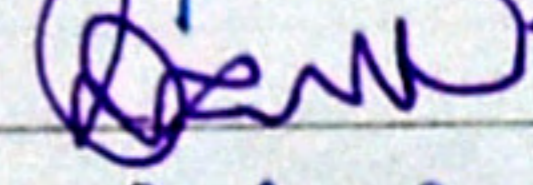
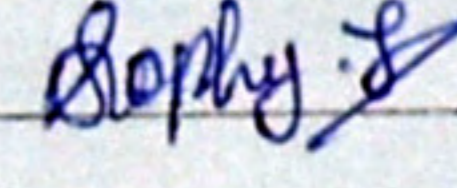
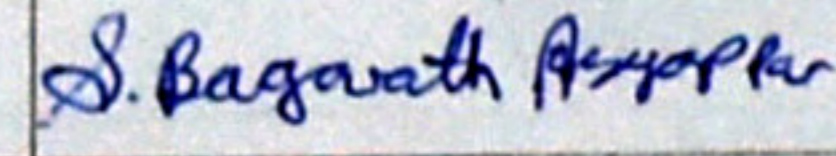
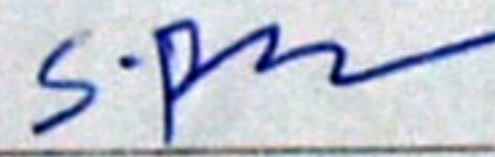
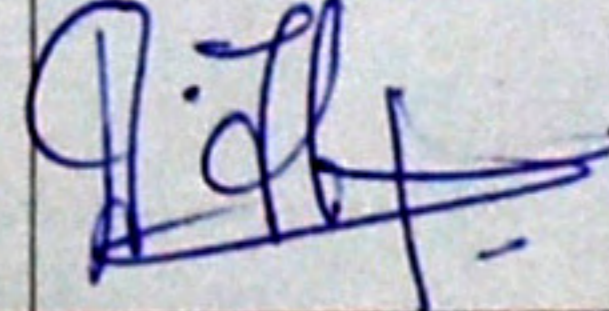

(Rev. Dr. V. BRITTO, S.J.)

PRINCIPAL & CHAIRMAN OF IQAC

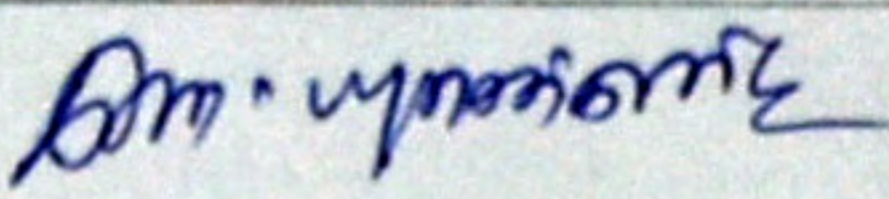
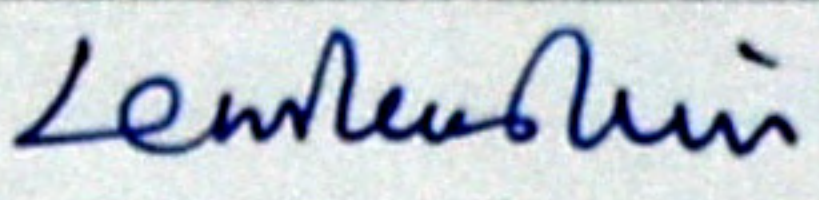
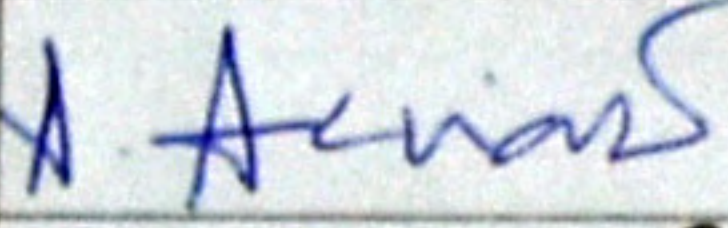
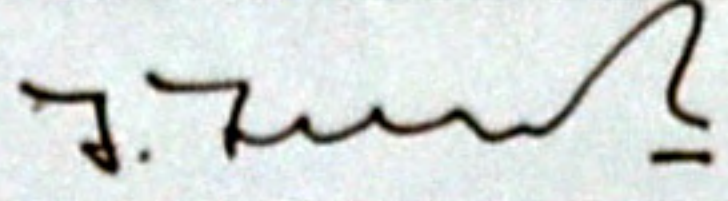
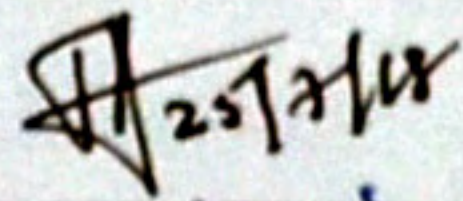

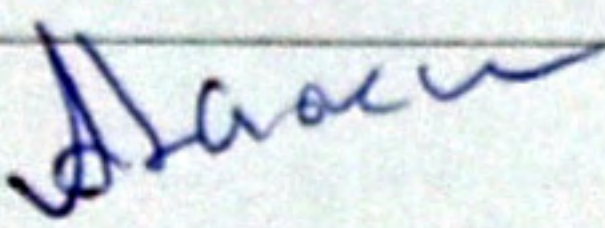
ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting held on 25.07.2018 at 09.30 a.m. in the Fr. Caussanel Hall.


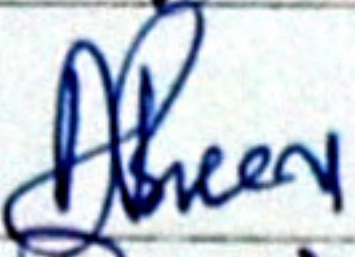
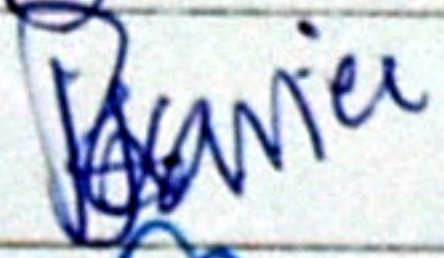
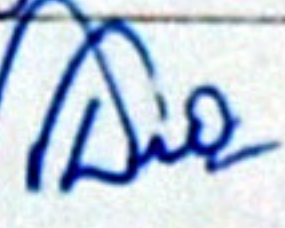
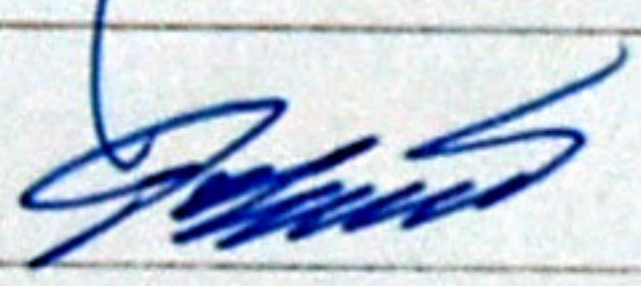
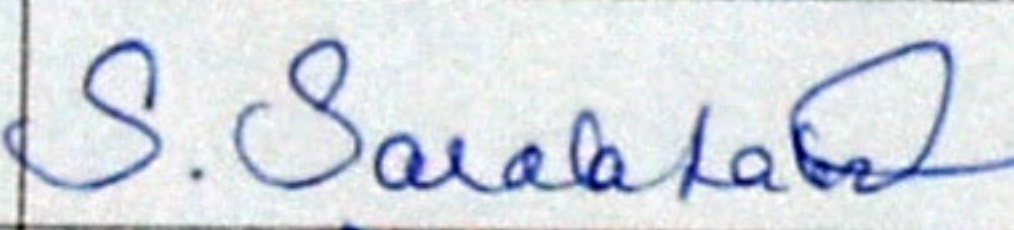
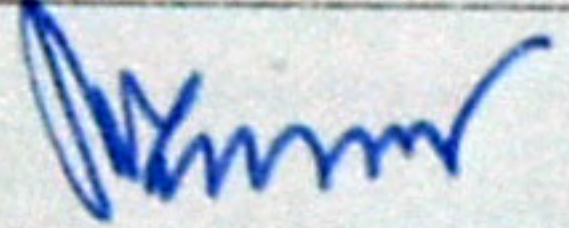
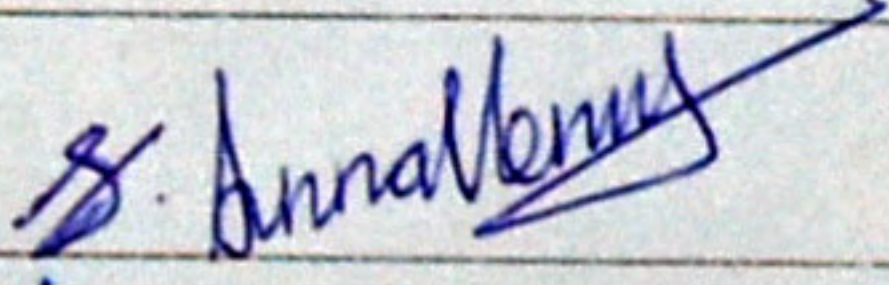
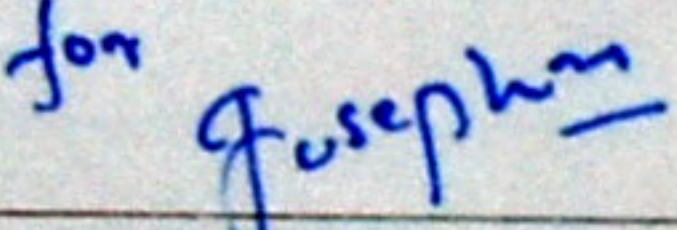
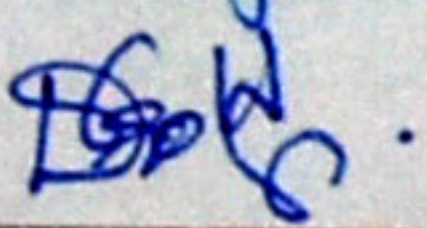
Members

S.No.	Name	Signature
1	Rev.Dr.V.Britto, S.J.	
2	Dr.A.Lourdusamy	
3	Rev.Dr.A.Antonysamy, S.J.	
4	Dr.V.S.Joseph Albert	
5	Rev.Dr.S.Mariadoss, S.J.	
6	Dr.P.Xavier Raj	
7	Dr.B.Victor	
8	Rev.Dr.Peter Sengole, S.J.	
9	Dr.F.X.Robert Bellarmine	
10	Dr.G.Sahaya Antony Xavier	
11	Dr.C.Eugine Franco	
12	Ms.J.Rexy	
13	Rev.Dr.V.Henry Jerome, S.J.	
14	Dr.S.Arulraj	
15	Dr.S.John Peter	
16	Dr.D.Patric Raja	
17	Dr.Prem Anand	
18	Dr.Lizie Williams	
19	Dr.J.Antony Sahaya Sophia	
20	Rev.Dr.N.Casimir Raj, S.J.	
21	Thiru. A.P.C.V. Chockalingam, Secretary, V.O.C. College, Tuticorin	
22	Mr.Bhagawath Iyyappan, II M.Com Student	
23	Mr.S.Rajagopal, Alumni	
24	Mr.Jesuraj Prabhu Das, HR Manager, Amnet Systems, Tirunelveli	
25	Mr. Thomas A. Antony, Nova Carbon, Gangaikondan	
26	Mr.P.S.Thirupathi, Parent	

Shift I -Hods

Department	Name	Signature
Tamil	Dr. R. Francis Xavier	
Chemistry	Mr. M.S. Selvakumar	
Commerce	Dr.A.Arockiadas	
Folklore	Dr.J.Joseph Antony Raj	
Economics	Dr.Tharcis Albin	
Zoology	Dr.K. Sahayaraj	
Library	Dr.C. Martin Arockiasamy	
Phy.Edu.,	Dr.A. Laurence Selvaraj	

Shift II - Hod's & Coordinators

Department	Name	Signature
MCA	Dr.S.Chidambaranathan	
Comp. Sci.	Mrs.A. Dhana Praveena	
Commerce	Mr. Joe Pascal Xavier	
Corp. Sec.	Dr.S. David Appathurai	
Chemistry	Dr.V. Jeyabal	
Tamil	Dr.A.C. Ignatius Xavier	
BBA	Mrs.S.Sarala Lakshmi	
MSW	Mr.R. Sahayaraj	
Physics	Dr.S. Anna Venus	
Vis.Com	Rev.Fr.A. Infant Kingsley S.J.,	
Economics	Dr.D. Golda Grace Duraisingh	
AAVE -Co-ordinator	Rev. Fr. Michael John, S.J.	

MINUTES OF THE MEETING OF IQAC HELD IN FR.CAUSSANEL HALL

AT 09.30 A.M. ON 25.07.2018

AGENDA

1. Prayer – Rev. Dr. Peter Sengole, S.J.,
Director, XIBA
2. Welcome Address – Rev. Dr. V. Britto, S.J., Principal
3. Minutes of the Previous meeting – Dr.D. Prem Anand, HoD of Physics
4. Fundamentals of Preparation of Self Study Report – Dr. V.S. Joseph Albert, Deputy Principal
5. Questionnaire for the preparation of Self Study Report – Dr. A. Lourdusamy, IQAC Co-ordinator
6. Any other matter

Rev.Dr.V.Britto, S.J., Principal, called the meeting to order. Rev.Dr. Peter Sengole, S.J., Director, Xavier Institute of Business Administration, invoked God's blessing on the members through his prayer. Rev.Dr.V.Britto, S.J., welcomed all members of IQAC. He extended a special word of welcome to Mr. Jesu Prabu Dass, HR Manager, Amnet Systems, Tirunelveli, Mr.S. Rajagopal, Alumni, Mr. Bhagawath Iyyappan, II M.Com student. Fr. Principal also extended a word of welcome to all Heads / Co-ordinators of all departments and invited all to engage in fruitful interaction on the quality initiatives of the College. Dr. D. Prem Anand, HoD of Physics, presented the minutes of the previous meeting of IQAC and the minutes were confirmed.

Dr. V.S. Joseph Albert, Deputy Principal, explained the item: "Fundamentals of Preparation of Self Study Report (SSR)" on the agenda. He explained the following 5 steps of the SSR

1. Submission of Institutional Information for Quality Assessment (IIQA).
2. Submission of SSR after the acceptance of IIQA.
3. DVV (Data Validation and Verification Process).
4. SSS (Student Satisfaction Survey) will be conducted along with DVV
5. Peer team visit

Then Dr. V.S. Joseph Albert pointed out the significance of a few questions in each criterion. The details for a few questions / metrics for criterion I are:

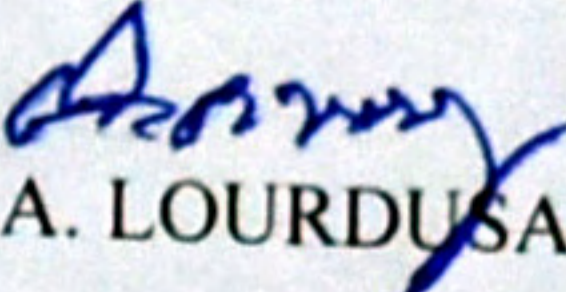
- 1) For each paper in each revision of curriculum, we have to point out relevance to local / national / regional / global developmental needs along with outcomes for each paper / course. This metric gets 20 points.
- 2) We have to calculate the percentage of syllabus content added for each programme in each revision. This metric gets 20 points.
- 3) We have to categorize the papers / courses having focus on skill development or entrepreneurship or employability along with activities for each component for each year of the assessment period. This metric gets 10 points.
- 4) We have to list the number of new courses introduced. This metric gets 20 points.
- 5) We have to explain the units of each paper / course in each revision which will integrate cross cutting issues relevant to Gender, Environment and sustainability, Human values, Professional Ethics. This metric gets 10 points.

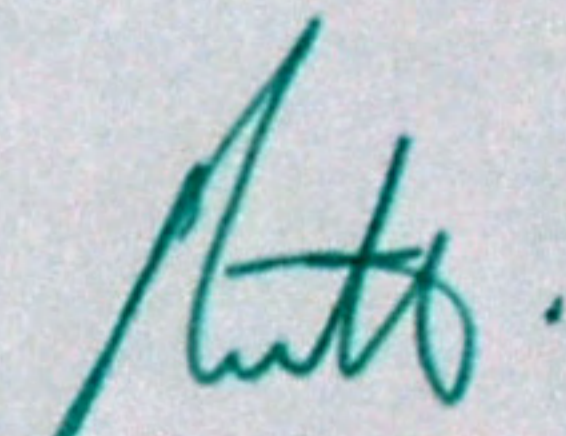
Dr. V.S. Joseph Albert, Deputy Principal, said "we must set goal to achieve a score of at least 3.51 in the 4th cycle of Accreditation by NAAC". Then Dr. A. Lourdusamy, IQAC Co-ordinator, presented the details of the Questionnaire for the preparation of Self Study Report. He also pointed out that the exercise of preparing report should be easy for us as we have already taken part in the exercise of Academic and Administrative Audit (AAA) on 10.04.2018 using the first version of NAAC new manual released in July 2017. He added that the Questionnaire distributed to AAA is slightly modified by NAAC; so modified Questionnaire for SSR will be prepared for all units of the College. This will be sent to the HoD's / Co-ordinators and other constituencies of the college together with the documents to be submitted for SSR.

There being no further business the meeting came to an end at 1.30 p.m.

Action Taken Report

- IQAC modified the Questionnaire distributed to the departments for the preparation of Academic and Administrative Audit so as to enable the Departments to give data and document for the preparation of Self Study Report (SSR).
- The soft copy of the Questionnaire for the preparation of SSR was sent to all HoDs / Co-ordinators on 05th August 2018.
- The hard & soft copy of the file containing the documents to be furnished for the responses of the metric of SSR Questionnaire were distributed to HoDs / Co-ordinators and sent to mails of HoDs / Co-ordinators in September 2018.
- Preliminary observations were handed over to Departments for enhancing the report of the Department in the meeting of HoDs / Co-ordinators on 10.12.2018. Information regarding the preparations of model files by IQAC for presenting report was also passed on to the HoDs / Co-ordinators in the meeting.
- Model files were prepared by IQAC out of the report submitted by Departments for selected metrics / questions of the SSR Questionnaire for first, second, third, fifth and sixth criteria. Upon the invitation of IQAC, HoDs / Co-ordinators. Criterion In-charge staff copied the model files for their reference in December 2018.

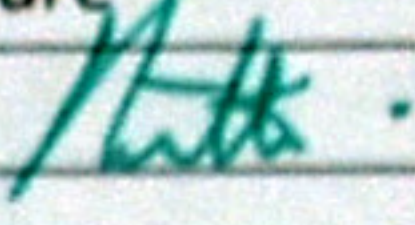
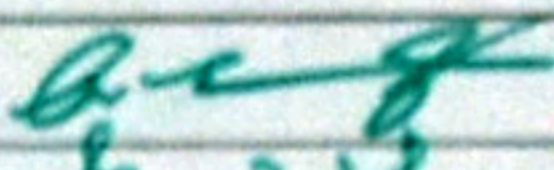
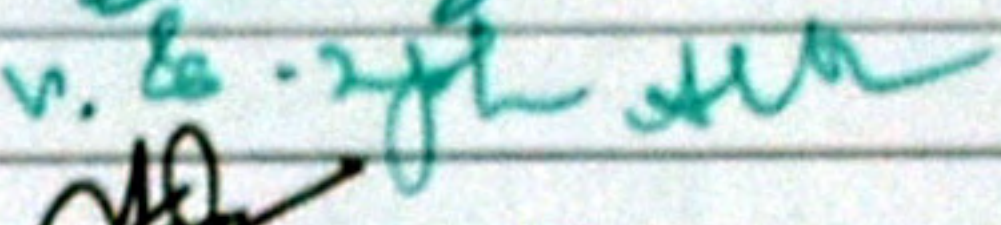
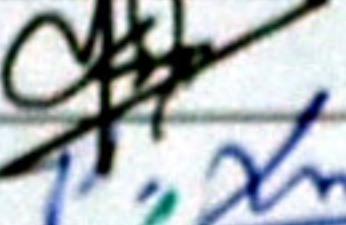
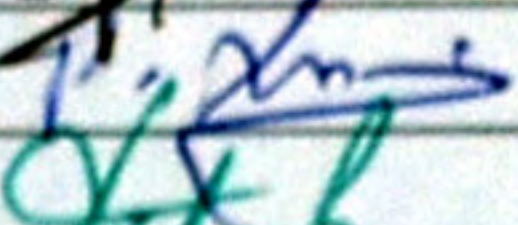

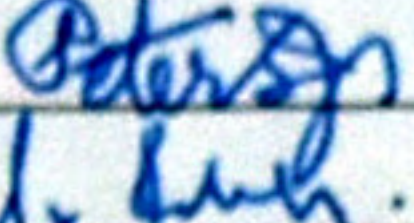
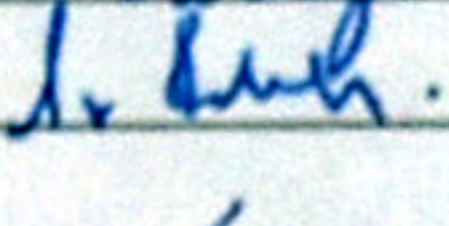
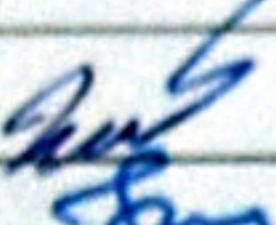

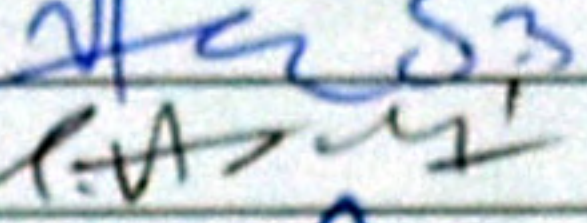
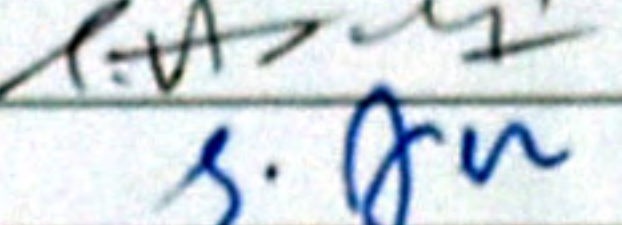
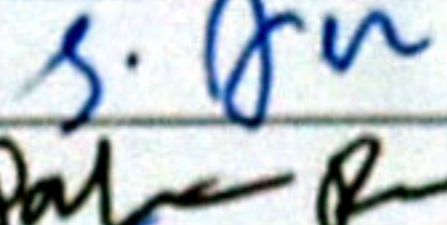
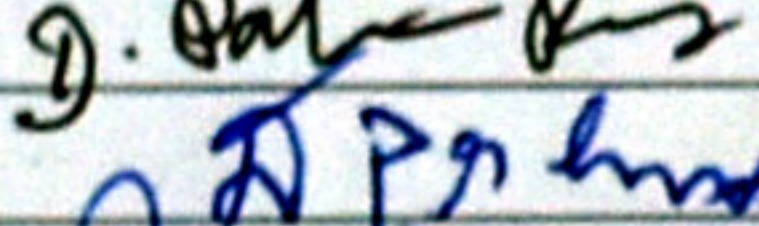
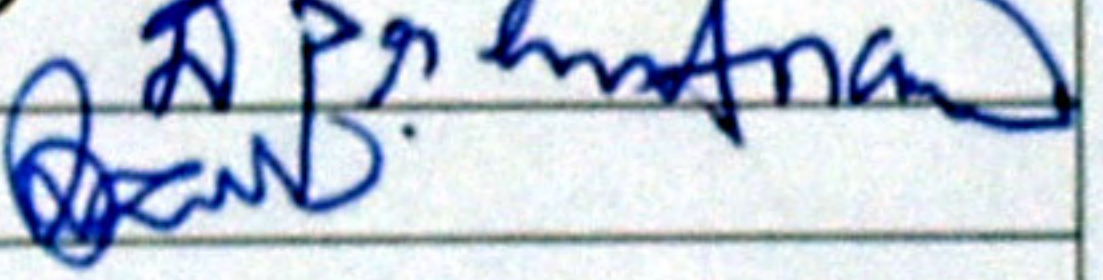
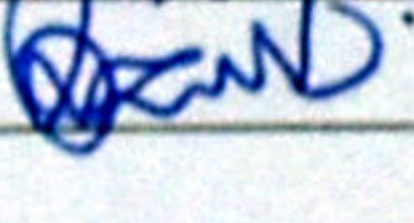

(Dr. A. LOURDUSAMY)
IQAC-CO-ORDINATOR


(Rev. Dr. V. BRITTO, S.J.)
PRINCIPAL & CHAIRMAN OF IQAC

ST. XAVIER'S COLLEGE (AUTONOMOUS), PALAYAMKOTTAI
INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC meeting held on **11.01.2019** at **09.30 a.m.** in **Fr. Caussanel Hall.**

Members

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24	Mr.Jesus Prabhu Das, HR Manager, Amnet Systems, Tirunelveli	
25	Mr. Thomas A. Antony, Nova Carbon, Gangaikondan	
26	Mr.P.S.Thirupathi, Parent	

Special invitees

S.No.	Department	Name	Signature
1	Tamil	Dr. R. Francis Xavier	R. Francis Xavier
2	Chemistry	Mr. M.S. Selvakumar	M.S. Selvakumar
3	Commerce	Dr.A.Arockiadass	A.Arockiadass
4	Folklore	Dr.J.Joseph Antony Raj	J.Joseph Antony Raj
5	Economics	Dr.Thaarais Albin	Thaarais Albin
6	Zoology	Dr.K. Sahayaraj	K. Sahayaraj
7	Library	Dr.C. Martin Arockiasamy	C. Martin Arockiasamy
8	Phy.Edu.,	Dr.A. Laurence Selvaraj	
9	Vice- Principal	Rev. Dr. S. Arul Ravi, S.J.	S. Arul Ravi, S.J.
10	Vice- Principal	Dr. P. Mary Jelastin Kala	
11	Vice- Principal	Mr. S. Benjamin Franklin	S. Benjamin Franklin
12	Vice- Principal	Mrs. L. Sujatha	L. Sujatha
13	MCA	Dr.S.Chidambaranathan	S.Chidambaranathan
14	Comp. Sci.	Mrs.A. Dhana Praveena	
15	Commerce	Mr. Joe Pascal Xavier	Joe Pascal Xavier
16	Corp. Sec.	Dr.S. David Appathurai	
17	Tamil	Dr.A.C. Ignatius Xavier	
18	BBA	Mrs.S.Sarala Lakshmi	S.Sarala Lakshmi
19	MSW	Mr.R. Sahayaraj	R. Sahayaraj
20	Physics	Dr.S. Anna Venus	
21	VisCom	Rev.Fr.A. Infant Kingsley S.J.,	Infant Kingsley S.J.
22	Economics	Dr.D. Golda Grace Duraisingh	