



# St. Xavier's College for Women, Aluva

Affiliated to Mahatma Gandhi University, Kottayam  
Re-accredited by NAAC with A grade (CGPA 3.33)

## INTERNAL QUALITY ASSURANCE CELL

ST. XAVIER'S COLLEGE FOR WOMEN ALUVA

### ACTION TAKEN REPORT 2017 - 2018

IQAC Meeting Held On : 18-07-2017

- Preparations for the NAAC visit completed
- Discussed the important points of the SSR within the faculty group.
- Informed respective faculty in charge of various cells such as NSS, NCC, Women's Cell, Best practices, etc to prepare the booklets based on their important activities of the NAAC assessment period to hand over the same to the peer team members.
- Students lacking computer accessibility were provided access to computer systems of the institution for the utilization of MOODLE.
- Done a mock presentation of IQAC in front of its members in August 2017.

IQAC Coordinator



Principal

PRINCIPAL  
ST XAVIER'S COLLEGE FOR WOMEN  
ALUVA-683 101, KERALA



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### ACTION TAKEN REPORT 2017 – 2018

IQAC Meeting Held On : 19-12-2017

- Formed new IQAC team for the next NAAC period and allocated the duties to each member.
- Steps were taken to prepare and present criteria-wise action plan by the new IQAC team for the coming years for better performance in accordance with the revised NAAC manual in the next IQAC meeting.
- Took measures to continue the quality initiatives introduced by the IQAC in the previous period.

IQAC Coordinator



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### ACTION TAKEN REPORT 2017 – 2018

IQAC Meeting Held On: 11-01-2018

- Gave suggestions to Governing body as per the requirements of the revised NAAC criteria
- Certificate courses introduced by some departments
- Presented and discussed the criteria in general staff meeting by IQAC members
- Student wing of IQAC launched
- Department action plan of all departments for the academic year 2018-2019 submitted to IQAC.

IQAC Coordinator



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### ACTION TAKEN REPORT 2017 - 2018

**IQAC Meeting Held On: 18-01-2018**

- Prepared application form to submit start up proposal by students
- Initiated the process of Registration of Alumni Association
- Student wing of IQAC started
- Informed the Governing body regarding the importance of starting of an incubation center in the institution

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ACTION TAKEN REPORT 2017 - 2018

IQAC Meeting Held On : 27-03-2018

- Decided to request the departments to submit the data as per revised NAAC format for the year 2017-18 on or before 30th June 2018.
- Decided to request the departments to submit start up proposal by students
- Decided to submit a proposal to KSCSTE to conduct seminar on IPR
- Discussed qualitative metrics and decided to prepare the answers and documents by the IQAC members

IQAC Coordinator



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