

ACTION TAKEN REPORT

2019 - 2020



**INTERNAL QUALITY ASSUARANCE CELL
ST XAVIER'S COLLEGE FOR WOMEN , ALUVA**



St. Xavier's College for Women, Aluva
Re-accredited by NAAC with A Grade, CGPA 3.33
ISO 9001:2015 Certified

0484 2623240 college@stxaviersaluva.ac.in

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Meeting Held On :14/6/2019

- The teachers in charge of various criteria documented the departmental activities of the previous year
- The Academic Week activities are planned before hand. Dr. Sujatha and Dr. Divya intimated the departments about the plan.

IQAC Coordinator

Principal



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Meeting Held On : 17.6.2019

- Higher Education Survey was completed and uploaded online
- Result analysis submitted to IQAC by different departments
- Decided the distinctiveness of the college as WE-AIM (Women Empowerment Activities for Integral Maturation) incorporating the club activities.

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Meeting Held On : 15/7/2019

- 7 teams are formed incorporating every teaching faculty for the NAAC Criteria
- The teachers in charge of Criterion 7 identified the Best practices of the college as follows: Best Practice 1- XavADAPT – (Xaverian Academic Dissemination and Practicing Tradition); Best Practice 2: XavQWEST (Xaverian Quality Women Entrepreneurship and Skills Training)
- IQAC Students' Wing was established and launched on 3-10-2019

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Meeting Held On : 19/8/2019

- Data collection for AQAR preparation was done via Google drive
- A regular Feedback system is launched to collect the feedback of students
- Promoted the use of social media amongst the students as part of Social Media Champion
- Each department is maintaining a register for ICT based teaching

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Meeting Held On : 3/9/2019

- Teachers are asked to publish research papers in the journals enlisted in Care List, Scopus and Web of Sciences
- As part of Academic week, a PPT presentation competition was held for the students on the topic related to environment
- Teachers have started using MOODLE platform
- Teachers have started using collar mikes to address the location disadvantage

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Meeting Held On : 25/9/2019

- Organised Student Solar Ambassador Programme as part of Global Gandhi Solar Yatra
- An orientation programme was organised for the teaching staff on Outcome based Education on 5-10-2019
- A two-day workshop was organised in collaboration with Kerala State Higher Education Council on Outcome Based Education incorporating faculty from other institutions on 28-29 October 2019

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Meeting Held On: 31/10/2019

- Criteria-wise meetings are held occasionally to discuss and prepare AQAR for 2018-19.
- Each department submitted the Programme outcomes, Programme Specific outcomes and course outcomes to Vice principal (Dr. Sr. Stella)

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Meeting Held On : 11/11/2019

- Dr. Aparna Lakshmanan has applied for a teacher award instituted by Christ College, Irinjalakkuda
- A medical camp was arranged by the staff association for a free medical checkup for the non-teaching faculty of the college
- Implemented software for data collection 'deQ' on 1-11-2019

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Meeting Held On : 12/11/2019

- ✧ Teachers and students have started signing in the register to document library users

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Meeting Held On : 29/01/2020

- India Today Ranking report submitted

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Meeting Held On : 21.1.2020

- Strategic Plan prepared
- Sub Committees based on NAAC Criteria are formed
- Evaluation of the activities under taken and report submitted to Vice Principal
- New NAAC Handbook is maintained as a hardcopy for easy reference
- Code of Conduct is prepared in Booklet to be circulated among staff and students
- Students are regularly sensitized on social issues
- Orientation on Mentoring given to the teaching faculty

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Meeting Held On : 03/03/2020

- NAAC Data collection was pursued strictly
- Student Satisfaction Survey completed
- Discussions and follow up on Outcome Based Education done
- Gained registration in Sodhsindhu
- Annual Academic Audit completed

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