ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY
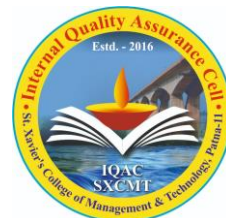
NAAC Accredited with B++ Grade (1st Cycle)

(Affiliated to Aryabhatta Knowledge University)

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IQAC Initiative of: 2022-2023

	INITIATIVE	OBJECTIVE	OUTCOME
01	Regular meeting of IQAC	To develop a system for conscious, consistent and catalytic improvement in the overall performance To plan effective measures for the attainment of mission and vision of the College, To monitor quality at various levels & places	Helped to evaluate the efficiency & effectiveness of the education provided in the institution Suggested various measures to improve the quality in all areas.
02	Formation of NAAC Committees for NAAC work	To delegate the responsibilities,	Equal participation in the preparation of NAAC SSR, Documentation became much easier, Understanding the information about the College became transparent, could set a benchmark for the enhancement of quality, the vision and mission of the College.
03	Initiated preparation for NAAC accreditation	**Quality audit:** to ensure that institution meets acceptable levels of quality and to know its strengths, weaknesses, and opportunities through an informed review process	To meet and maintain high standards, in turn it increases trust and confidence among the students and public about the quality of education provided in the Institution.
04	Arranged NAAC Mock team visit	To assess the preparedness of the institution at various levels for the NAAC peer team visit.	To set a roadmap for the NAAC peer team visit.
05	Conducted feedback from various stakeholders	To improve the quality of the education provided in the institution, to address and incorporate suggestions of various stakeholders.	Received a bird's eye view on where we stand in the eyes of the stakeholders, Over all improvement in the quality of the College
06	Conducted AAA	To set a plan for the next academic year as it analyses and diagnoses	It enhanced accountability of the individual members with regards to

		the problems of the present and suggest cure for the future	their academic performance, to identify areas where improvements need to be made, Improved the overall effectiveness of the institution. This facilitated monitoring by the authorities in order to enhance the teaching & learning process in the college.
07	Follow up of AAA: By constant reminders to the person concerned	To ensure all the decisions and suggestions given during the AAA were practiced/fulfilled.	It ensured effective implementation of the decisions taken and helped to improve the quality of teaching, learning and evaluation
08	Conducted Department audit	To assess the quality processes delivered by the department. To evaluate and verify documentation process	Departments were ready with their documents with regard to various aspects of its performance, Became aware of the strength & weaknesses
09	Suggested to have Case study method, even now the Mid Sem exams have case studies.	To have practical knowledge of the theory that the students learn in the classroom.	Students were able to apply the knowledge in real life situation.
10	Monitoring the class	To promote better quality of education, to understand the preparedness of the staff for the class, the report is communicated to the principal for further action.	It enhanced the accountability of the teaching fraternity
11	Lesson plan updating on ERP	To know the preparedness of the teacher for the class, to initiate students' centric academic activities. The report is communicated to the principal for further action.	Enhanced the classroom performance of the teacher as well as preparedness for the same
12	Follow up of Let's Talk series	To improve students' confidence and leadership qualities, to have a better understanding of the current social issues in the society	Students became more confident and enhanced their leadership skills, better understanding of the social issues
13	Various suggestions to the principal on quality measures	To improve the quality of teaching, learning and evaluation	Helped to provide quality education

14	Suggesting general guidelines for PPT presentation and demonstration of PPT presentation to Part I by Part II and III students	To train the students for a formal way of PPT	Students were trained in handling PPT's
15	Conducted Faculty Development Programme in collaboration with Joseph's Academy of Soft Skills (JASS), St Joseph's College Trichy.	Soft skill is a necessity if one wants to do well in any field so, IQAC of the institution provided training to the teaching fraternity to enhance their soft skills.	They have enhanced their soft skills, in turn students are the beneficiaries.
16	MoU: Collaboration with St Joseph's Trichy & St Xavier's Mahuadanr	To allow the staff to learn from each other, leads to innovation and to increase the institutions potential for change.	Enhanced the quality of education provided in the institution
17	Contacts through e-mail and SMS alert for meetings and schedule to be followed for all communications.	Preservation of environment	Preservation of environment through paper less communication is supported and better connectivity through whatsApp groups.
18	Paperless communication from the office of IQAC	Preservation of environment	Preservation of environment through paper less communication is supported.
19	IQAC encouraged the Office assistant Ms Dipika Chhetri to type the report on Laptop itself. (IT skill enhancement)	To empower man power	Increase on manpower, saving time, energy & environment
20	For documentation- General format	Standardized format for documentation	Documentation became easy and formal
21	Format for activity /event	Standardized format for documentation	Documentation became easy and formal

22	Arranged motivational classes for students	To inspire the students to perform better in the class	Students were motivated and their performance improved in the class
23	Interactive session with the principal of St Joseph's College, Trichy	To motivate the teaching fraternity: To know the core elements of quality assurance and role of Quality Assurance System (IQAS), To know the importance of creating a strong research culture.	The teaching fraternity were motivated to have a strong research culture.
24	Creation of new format for Departmental Audit	To systematize Departmental Audit	Enhanced the documentation process as the Departments became more independent and responsible.
25	Initiated preparation of AQAR	The IQAC has established procedures and modalities to collect data and information on various aspects of the functioning of the institution, To get ready for the submission of next cycle of SSR	Became aware of the strength and weaknesses of the functioning of the institution at various levels and were able to suggest measures to enhance the quality of education provided in the College, better prepared for the next cycle
26	Suggested to have Research Development Cell	To strengthen research work	Special attention is paid on research development an area where the College needs special focus
27	Suggested the Best Practices for the session	To make our institution different from other institutions and enhance the value of the students & staff	Students have a better understanding of the best practices of the College in turn they became more humane
28	Suggested to initiate Add-on/Certificate courses and general guidelines were provided		
29	Designed certificate for add-on course.		

NOTE:

- All that we have initiated is trending towards the vision, mission and the Motto of the college.
- Enhances the quality of Institution, Students and Faculties.
- To enhance Teaching, Learning & Evaluation

Mr Ashok Kumar   Sr Dr Grace SCSC   Fr Dr Martin Poras SJ
Asst. IQAC Coordinator IQAC Coordinator   Principal