



IQAC

**St. Joseph's College
North Point
Darjeeling-734104, W.B., India**

Email: iqac1927@gmail.com

Accredited by NAAC with B⁺ Grade (2.62) 3rd Cycle

MINUTES OF IQAC MEETING

**IQAC, St. Joseph's College
North Point, Darjeeling – 734104
09.04.2024**


As per the Notice issued by the IQAC Coordinator on 05.04.2024, a meeting of the IQAC of St. Joseph's College was held in the Conference Hall of the College to discuss the following agenda:

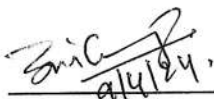
1. Selection of Student Representative
2. Discuss the role of IQAC
3. Review of the data on different criteria for AQAR so far collected.
4. Setting up of the questionnaire for Satisfaction Survey
5. To discuss the outline of Binary Accreditation System
6. A.O.B.

The following points were discussed and unanimously accepted:

1. Head Councillor of the students would be the Student representative of IQAC.
2. The coordinator stated that all the activities (major) should go through IQAC as per the norms defined by NAAC guidelines. Permission letter for the activities to be carried out by the Clubs and Committees should go to the Principal through IQAC so as to streamline the collection of data later on.
3. Process to be carried out for the institutional IDs.
4. File size for uploading the data in the college website to be upgraded. Currently the file that can be uploaded only is 500kb.
5. Questionnaires for the satisfaction survey to be formulated for the students, parents, teachers and alumni.
6. Green audit, energy audit and academic audit certificate was placed before the house and uploaded in the website.
7. Research Cell is yet to provide the policy draft for funding from the management.
8. Sign Boards to be placed in different areas of the college.

Following members were present in the meeting:

1. 
2. Bishal Kumar
3. Kajani Dewan
4. Phani Bhushon Mondal
5. Subara Sharma


21/4/24

Coordinator, IQAC

Coordinator
I. Q. A. C.
St. Joseph's College
P.O. North Point
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