



# ST. JOSEPH'S COLLEGE

## JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11<sup>th</sup> Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

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NAAC Grade A (CGPA: 3.12)

### Preliminary Meeting for NAAC Assessment, 2023

organised by

**Internal Quality Assurance Cell  
St. Joseph's College (Autonomous)  
Jakhama, Nagaland**

**Date:** 29<sup>th</sup> July, 2021

**Time:** 5:30 PM

**Platform:** Google Meet

#### ORDER OF THE MEETING

1. **Chairperson:** Dr. Hormila G Zingkhai, IQAC Co-ordinator
2. **Invocation:** Dr. Sr. Thresiamma Vellilamthadam George, Vice-Principal
3. **Principal's Address:** Dr. Fr. George Keduolhou Angami, Principal
4. **Highlights for the NAAC Assessment:** Dr. Mhonthung Yanthan,  
Co-ordinator,  
NAAC Steering Committee
5. **Varia**
6. **Concluding Remarks**

#### Members Present:

1. Dr. Fr. George Keduolhou Angami : Principal & Chairperson, NAAC Steering Committee
2. Dr. Sr. Thresiamma Vellilamthadam George : Vice Principal
3. Fr. Binoy Joseph : Administrator
4. Dr. Fr. George Pezalhoukho : PG Co-ordinator

5. Rev. Fr. Peter Solo : Dean of Science
6. Dr. Mhonthung Yanthan : Co-ordinator, NAAC Steering Committee
7. Dr. Hormila G Zingkhai : Jt. Co-ordinator, NAAC Steering Committee
8. Mr. James H K : Convenor (Curricular Aspects)
9. Mr. Md. Tabrej : Convenor (Teaching-Learning and Evaluation)
10. Dr. Kizukala Jamir : Convenor (Research, Consultancy and Extension)
11. Mr. Dihe Mao : Convenor (Infrastructure and Learning Resources)
12. Miss. Jasietsono Josephine Kuotsu : Convenor (Student Support and Progression)
13. Mrs. Thejanuo Fidelia : Convenor (Governance, Leadership and Management)
14. Mr. Reimaya Muinao : Convenor (Innovations and Best Practices)
15. Mr. Kelengol Neikha : Head, Department of Economics
16. Dr. Khriemenuo Pusa : Coordinator, Department of Economics
17. Miss. Meribeni : Co-ordinator, Department of English
18. Ms. Tiamongla : Head, Department of Education
19. Ms. Nzano kikon : Head, Department of History
20. Dr. Medonuo Pienyü : Head, Department of Sociology
21. Mrs. Alibo Achumi : Coordinator, Department of Sociology
22. Mr. Moatangit Longkumer : Head, Department of Commerce
23. Mr. Zubemo Humtsoe : Head, Department of BBA
24. Ms. Neithongunuo Angela Belho : Head, Department of Botany
25. Mr. Madovi David : Head, Department of Chemistry
26. Mr. Toshiwapang Lemtur : Head, Department of Mathematics
27. Ms. Thejano : Head, Department of Physics
28. Ms. Rükotalü : Head, Department of Zoology
29. Ms. Wandahunlang Mery Syiemlieh : College Superintendent
30. Mrs. Hepuni Elozüa : College Documentation Officer

## **Minutes of the Meeting**

The IQAC of St. Joseph's College (Autonomous), Jakhama, Nagaland convened a meeting of the College Management, IQAC Members, NAAC Steering Committee Members and Head and Co-ordinators of the departments on 29<sup>th</sup> July, 2021 at 5:30 P.M to deliberate upon the pertinent preparations for the NAAC Assessment in 2023. The meeting was chaired by Dr. Hormila G Zingkhai, the IQAC Co-ordinator. It commenced with an invocation by Dr. Sr. Thresiamma Vellilamthadam George, the Vice-Principal which was followed by the Principal's address by Dr. Fr. George Kedoulhou Angami, who thanked the team with the hope of good work to be done. The agenda for the meeting was taken up by Dr. Mhonthung Yanthan, Co-ordinator of the NAAC Steering Committee. He highlighted the 7 (seven) criteria of the NAAC Assessment along with the different Key Indicators. Based on this, the following details were discussed for consideration to initiate further actions:

1. To consider the following in terms of the college infrastructure:
  - a. In terms of digital facilities, to provide wi-fi connection and access to both the teachers and the students
  - b. To upgrade the Emergency Clinic
  - c. To provide Offices for Clubs and Associations
  - d. To built a Recreation Room / Incubation Room where discussions or study can take place
  - e. To open a Day Care Centre
  - f. To provide a Girls Common Room
  - g. Disable Friendly Infrastructure
  - h. To consider opening a Yoga Centre
  - i. To have proper Waste Management system within the College
2. Pertaining to Teaching-Learning and Evaluation, the college should provide programs for both the slow and advance learners. Since there are Remedial classes for weak students/slow learners, the award system for performance can be one considered as one of the program for helping and encouraging advanced learners. And to maintain the report of activities undertaken to help both the slow and advanced learners
3. Experiential and participatory learning, problem solving methodologies should be practised beyond the classroom lectures for enhancing learning experience.


4. To emphasise on collecting feedback from the Faculty Members, Management as well. And to initiate the Student Satisfaction Survey on overall institutional performance.
5. To maintain the profile and quality of the Faculty Members the college can come up with concrete policies of appointment and promotion, appointment letters stating the designation and the nature of duty and policy for study leave.
6. Focusing on Research, Innovations and Extensions, the college can consider the option of maintaining research facilities for the teachers and students. In addition, the college should mobilize funds and allocate Seed funds to the teachers for minor research projects in order to promote research cultures in the college. In addition, incentives/remuneration for attending and paper presentation during International, National, State Seminars and Workshop should be there as part of the Research extension program.
7. Faculty members to publish research paper in journals under UGC CARE List, Scopus, and Web of Science etc and write articles in Newspapers as it is helpful for the individual Faculty Member API scoring as well as contributes to the development of the College.
8. To conduct seminars/workshops on Research Methodologies, Faculty Development Programs Intellectual Property Rights, Skill Development and to encourage faculty members to attend Refreshers Courses, Faculty Development Programs and Induction courses under the HRDC.
9. To initiate training for teaching faculties, Clerical training for undertaking consultancy.
10. To conduct explore possibilities for various extension and outreach programs based on neighbourhood sensitization, Gender Sensitization and Environment Awareness etc
11. To sign MoUs with other universities, organisations, government departments, institutions but this should include activities else it becomes redundant. The MoUs can be signed by the departments, Clubs and Associations with the other party on behalf of the college.
12. Addressing the Student Support and Progression, the need for each department to start maintaining the record and contact of passed out students each year was emphasised. Students participation in various activities, awards received etc also need to be maintained if possible by each department.
13. The College needs to have a proper Grievance Cell as well as look into the feasibility of having Placement cell for the students.
14. Emphasise on the need to focus more on Alumni Engagement where the college as well as the Alumni's can maintain a constant engagement.

15. The college to observe International and National Days and events.
16. To address the Institutional Values and Practices by undertaking environment and sustainable practices like having proper waste management system within the campus, focus on initiating more activities to be recognized as a Green Campus and focus on the Best Practices of the College.

The meeting concluded at 8:30 P.M with a concluding remark from the Principal whereby he encouraged everyone to give their best and work diligently for the progress of the institution.

Date: 29<sup>th</sup> July, 2021

  
29/7/2021  
Principal  
St. Joseph's College (Autonomous)  
Jakhama : Nagaland  
797001, India

  
Dr. Hormila G Zingkhai  
IQAC Co-ordinator  
St. Joseph's College (A)  
Jakhama, Nagaland

