



ST. JOSEPH'S COLLEGE

JAKHAMA

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

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)
0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: *SJC/IQAC/ Notice/02/ 2023-24*

Date: 15/11/2023

INFORMATION

This is for the kind information of all concerned that an IQAC meeting will be held on 20th November, 2023 at 9:30 AM in Conference Hall No.1. The purpose of the meeting is to deliberate upon the NAAC Self Study Report which will be presented by the NAAC Criterion In-charges. Therefore, all the IQAC members as well as the Coordinators of the departments and the members of NAAC Steering Committee members are requested to kindly make it convenient to attend the meeting.

Thank you.

Dr. Fr. George Keduolhou Angami
Principal & IQAC Chairman
St. Joseph's College (A)
Jakhama, Nagaland

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





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IQAC MEETING

Date: 20th November, 2023

Time: 9: 30 A.M

Venue: Conference Hall No. 1

ORDER OF THE MEETING

1. **Chairperson:** Dr. Hormila G Zingkhai, IQAC Co-ordinator
2. **Invocation:** Dr. Fr. Pezalhoukho George, PG Coordinator
3. **Address by the Principal:** Dr. Fr. George Keduolhou Angami, Principal & IQAC Chairman
4. **Report of the Previous Meeting:** Dr. Hormila G Zingkhai, IQAC Co-ordinator
5. **Presentation of the NAAC SSR 7 Criteria:** Criterion In-charges
6. **Varia**
7. **Vote of Thanks:** Dr. Mhonthung Yanthan, NAAC Steering Committee Coordinator





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NAAC Grade A (CGPA)

Date: 20/11/2023

MEETING MINUTES

Internal Quality Assurance Cell (IQAC) of St. Joseph's College (Autonomous), Jakhama, held a meeting on 20th November, 2023, at 9:30 AM in SJC (A) Conference Hall No.1, to appraise about the preparation for NAAC Assessment and review the SSR Data. The order of the meeting was as follows:

1. **Chairperson:** Dr. Hormila G Zingkhai, IQAC Co-ordinator
2. **Invocation:** Dr. Fr. Pezalhoukho George, PG Coordinator
3. **Address by the Principal:** Dr. Fr. George Keduolhou Angami, Principal & IQAC Chairman
4. **Report of the Previous Meeting:** Dr. Hormila G Zingkhai, IQAC Co-ordinator
5. **Presentation of the NAAC SSR 7 Criteria:** Criterion In-charges
6. **Varia**
7. **Vote of Thanks:** Dr. Mhonthung Yanthan, NAAC Steering Committee Coordinator

The meeting was chaired by Dr. Hormila G Zingkhai, the IQAC Co-ordinator. The meeting began with a prayer graced by Dr. Fr. Pezalhoukho George, the PG Coordinator followed by address by Dr. Fr. George Keduolhou Angami the IQAC Chairman and Principal of the college. In his address, the Principal welcomed the members and highlighted the house about the ongoing preparation for NAAC Assessment and shared with the members the importance of NAAC Assessment as an exercise to ensure the quality of the college as an educational institution through timely, efficient and progressive performance of academic, administrative and financial task. The welcome address was followed by report of the Minutes of previous meeting by the IQAC Coordinator, which was passed after approval by the house. This was followed by the presentation by the criterion in-charges and review of the NAAC SSR 7 Criteria.

PRESENTATION OF THE NAAC SSR 7 CRITERIA

Criterion 1: Curricular Aspects: The criterion on Curricular Aspects was presented by Mr. James H K.

Criterion 2: Teaching –Learning & Evaluation: The criterion on Teaching-learning and Evaluation was presented by Mr. Md. Tabrej.

Criterion 3: Research, Innovation & Extension: The criterion on Research, Innovation & Extension was presented by Dr. Aosunep.

Criterion 4: Infrastructure and Learning Resources: The criterion on Infrastructure and Learning Resources was presented by Dr. Saju Mathew.

Criterion 5: Students Support & Progression: The criterion on Students Support & Progression was presented by Ms. Josephine Jasietsono Kuotsu.

Criterion 6: Governance, Leadership & Management: The criterion on Governance, Leadership & Management was presented by Mrs. Thejanuo Fidelia.

Criterion 7: Institutional Values and Best Practices: The criterion on Institutional Values and Best Practices was presented by Mr. Reimaya Muinao.

VARIA:

Discussion was held based on the presentation and the following suggestions were made:

1. For Criterion 1, the in-charge was requested to gather more data on Metrics 1.3.2 (Certificate/value added courses/Diploma Programmes offered by the institutions and online courses of MOOCs) and 1.3.3 (Programmes that have components of field projects / research projects / internships)
2. For Criterion 2, Mr. Md. Tabrej was requested to collect the supporting documents for Metric 2.1.2 (Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission), rework on Metric 2.4.3 (Average teaching experience of full time teachers) by including their teaching experience before joining the college and recalculate the data Metric 2.5.1 (Average number of days from the date of last semester-end/ year- end examination till the last date of declaration of results) by reconsidering the dates of Nagaland University exam routine and declaration of result.
3. For Criterion 3, it was discussed that Metric 3.1.2 (SEED Money) the college has provided seed money to the faculties so the data can be revised again. Dr. Aosunep, the criterion in-charge was also requested to revised the Metrics 3.5.1 (Revenue generated from consultancy and corporate training and 3.6.2 (Number of extension and outreach programs conducted by the institution)

4. Dr. Saju Mathew, the in-charge of criterion 4 was informed to collect the data from the administrator's office for Metric 4.3.2 (Student-Computer Ratio), and to update the college photos with geotag.
5. For Criterion 5, the in-charge Ms. Josephine Jasietsono Kuotsu, was requested to coordinate with the Heads of the Departments and collect more information for Metric 5.2.1 (Placement of outgoing students and students progressing to higher education)
6. Mrs. Thejanuo Fidelia, the in-charge of Criterion 6, was informed to coordinate with the college Accountant to get the details of Metrics 6.3.2 (Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies) and 6.3.3 (Teachers undergoing online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes)
7. For Criterion 7, the house discussed regarding the college's best practices and the institutional distinctiveness and decided that the different best practices of the departments can be included in the department's presentation. The criterion in-charge, Mr. Reimaya Muinao was also requested to gather more supporting documents for criterion 7.

The house was also informed by the IQAC Coordinator that the college is in the process of filling up the IQA (Institutional Information for Quality Assessment) and will complete the submission process by December, 2023.

The meeting came to an end at 3:00 PM, with a note of gratitude by Dr. Mhonthung Yanthan, NAAC Steering Committee Coordinator. He thanked everyone for their contributions towards the progress of the college and exhorted them to work together for the NAAC Assessment as this is one of the important exercises of the college to grow to a higher level.



Dr. Fr. George Keduolhou Angami
Principal & IQAC Chairman
St. Joseph's College (A)
Jakhama, Nagaland



Dr. Hormila G Zingkhai
IQAC Coordinator
St. Joseph's College (A)
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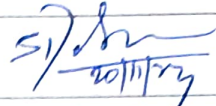



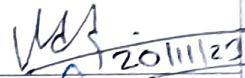
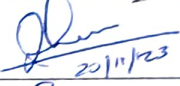


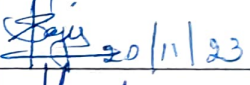
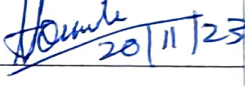
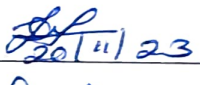
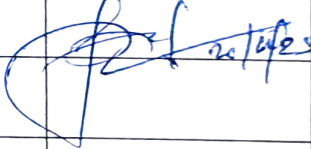
Date: 20/11/2023

Time: 9:30 AM

Venue: Conference Hall No.1

IQAC MEETING ATTENDANCE

SL. NO	NAME	DEPARTMENT	DESIGNATION	SIGNATURE
1	George Pzalkhachik	Management	P.G. Coordinator	
2	REIMAYA MUNRO	History TEACHER	ASST. PROF	
3	Thyano	Physics	Asst. Prof	
4	NEITITONGUNUO ANGGA BELHO	BOTANY	Asst. Professor	
5	TOSHIWAPANG T LEMTOUR	MATHEMATICS	Asst. Professor	
6	Dr. Khuiemenuo Pusa	Economics	Asst. Prof.	
7	MADON DAVU	Chemistry	Asst. Prof	
8	Loreni Jantlan	Economics	"	
9	Rukutali	Zoology	Asst. Prof.	
10	Lilly Huntsee	Political Science	Asst. Prof	
11	K. Alibo Achumi	Sociology	Asst. Prof	
12	K. Zubero Huntsee	Business Admin.	"	
13	Dr. E. George Kechuolken Anga	Management	Principal	
14	Dr. AOSUNEP	Police	Asst. Prof	
15	KEZIENGUNUO	Education	Asst. Prof.	
16	NZANO KUKON	HISTORY	Asst. Prof.	

NO	NAME	DEPARTMENT	DESIGNATION	SIGNATURE
17	M GOPIRAMON SINGH	Computer	Asst. Prof.	 20/11/23
18	MEDOPHREZO	OFFICE ^{STAFF} SUPERINTENDENT	SUPERINTENDENT	 20/11/23
19	S. KAMPU HAOKIP	LIBRARY	Asst. Librarian	 20/11/23
20	THEJANUO FIDELIA	COMMERCE-NWA CORE TEAM	Asst. Prof.	 20/11/23
21	MD. TABRES	Business Administration	Asst. Prof.	 20/11/23
22	Jasictsono Josephine	English	Asst. Prof.	 20/11/23
23	James H. K	English	HOD & Asst. Prof.	 20/11/23
24	Dr. Mhoullwuy Jonathan	Political Science	HOD & Asst. Prof.	 20/11/23
25	Dr. Saju Mathew	Economics	Asst. Professor	 20/11/23
26	Dr. Hormila. C. Zingthai	IQAC	Coordinator	 20/11/23
27	Wieziuko C Francisca	IQAC	Documentation	 20/11/23
28	Moatanzil Longkumar	Commerce	Asst. Professor	 20/11/23
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