
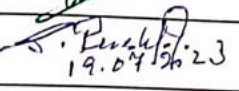
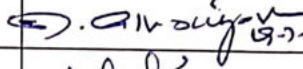
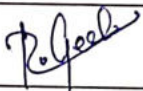
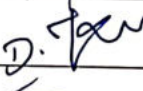
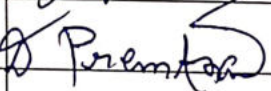
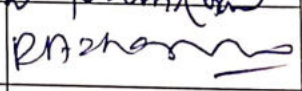
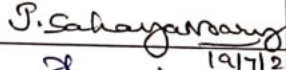
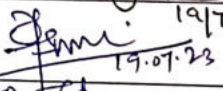

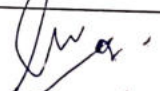


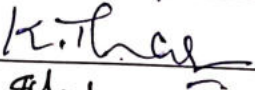
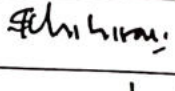

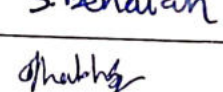
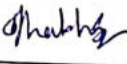


# MEMBERS OF THE PLANNING & EVALUATION COMMITTEE

Date: 19.07.2023(Wednesday) Venue: Conference Hall Time: 10.30 a.m.

S.NO.	NAME OF THE MEMBERS	DESIGNATION	SIGNATURE
1.	Rev. Fr. Dr. S. Mariadoss, S.J.	Principal & Chairman	
2.	Rev. Fr. Dr. G. Pushparaj, S.J.	Secretary	 19.07.23
3.	Dr. B. Xavier Innocent	Deputy Principal	ABSENT
4.	Dr. S. Athisayanathan	Controller of Examinations	
5.	Dr. R. Geetha	Dean of Science	
6.	Dr. D. Jockim	Dean of Arts	
7.	Dr. D. Prem Anand	Dean of Research & UGC Affairs	
8.	Dr. R. Azhagu Raj	Director, IQAC	
9.	Dr. J. Sahaya Mary	Asst. Director, IQAC	
10.	Dr. S. Aloysius Albert	Dean of Students	 19/7/23
11.	Dr. T. Shamila Joster	Dean of women students	
12.	Rev. Sr. Dr .L. Vasanthi Medona, ICM	Principal, St. Ignatius College of Education, Palayamkottai.	
13.	Dr. S. Chidambaranathan	Placement Officer	
14.	Mrs. J. Remy	Member	
15.	Dr. K. ThangaGlara	Member	
16.	Dr. S. Prabahar	University Representative	
17.	Dr. S. Kalidas,	University Representative	
18.	Mrs. S. Benaiah (21UCH126)	Stu. Rep (Shift I UG)	 19/7/23
19.	Ms. G.D. Hari Bhuvashree (22PEN526)	Stu. Rep (Shift II PG)	

Minutes of the Planning and Evaluation Committee Meeting held on 19.07.2023

### Minutes of the Planning and Evaluation Committee Meeting

Date: 19.07.2023

Venue: Conference Hall

Time: 10:30 a.m.

Twenty fourth Planning and Evaluation Committee Meeting was held on 19.07.2023 in Conference Hall at 10.30 a.m. The meeting began with a prayer led by Rev. Fr. Dr. G. Pushparaj, S.J., Secretary. Rev. Fr. Dr. S. Mariadoss, S.J., Principal and Chairman of the Planning and Evaluation Committee extended a warm welcome to all the members. Dr. B. Xavier Innocent, Deputy Principal was not present due to personal reasons.

Dr. D. Jockim, Dean of Arts, presented the minutes of the twenty third Planning and Evaluation Committee Meeting held on 01.02.2023. Rev. Fr. Principal clarified the following to the floor:

- New U.G. Degree Programmes BBA Maritime logistics, B.Com Honours, B.Sc Criminology and Forensic Science and P.G Degree Programme M.Sc Data Science have been started from this academic year 2023-2024. An additional section for M.A.English is also started.
- Fr. Principal informed that B.Com Honours, B.B.A Maritime Logistics and M.Sc Data Science classes are conducted for 7 hours. So, these classes are started in the morning along with Shift I classes.
- Dr. S. Prabakar, the University Representative said that a value added course is a teacher assisted Non-remunerative course which is compulsory. It can be considered as an Extra Credit Course and two credits can be given to each course.

As there was no further clarification, the minutes were approved by the members.

### MEETINGS

Dr. R. Geetha, Dean of Science presented the schedule of the meetings of various Statutory and Non Statutory bodies for the academic year 2023-2024. The following is the given schedule:

S.NO	DATE	NAME OF THE MEETING
1	26.07.2023	Finance Committee Meeting
2	20.09.2023	Academic Council Meeting
3	05.10.2023	Governing Body Meeting
4	24.01.2024	Finance Committee Meeting
5	09.02.2024	Board of Studies Meeting
6	28.02.2024	Academic Council Meeting
7	06.03.2024	Governing Body Meeting

Fr. Principal informed that the college has 27 Service Organizations and 32 Committees and the meeting schedule of these organizations and committees can also be included in the report in future. He also informed that the management is considering to appoint a Dean for Service Organizations to coordinate the 27 service organizations of our college.



## IQAC Report

Dr. R. Azhaguraj, Director, IQAC presented the report of the IQAC activities 2022-2023 and proposed the plan of activities for the academic year 2023 - 2024.

### Programmes Completed :

- An Orientation Programme for teachers was conducted on 15<sup>th</sup>, 16<sup>th</sup> & 17<sup>th</sup> June 2023.
- A Memorandum of understanding (MoU) was signed between St. Xavier's College and Internal Skill Development Corporation (ISDC), Bangalore on 08.06.2023.
- A Memorandum of Understanding (MoU) was signed between St. Xavier's College and Strategic Educational Professional Private Ltd, New Delhi on 11.06.2023.

### Programmes Planned :

- A Faculty Empowerment Programme (FEP) for Teachers will be conducted on 22<sup>nd</sup> July 2023.
- Annual Quality Assurance Report (AQAR) for the academic year 2022-2023 will be uploaded in NAAC portal on or before 31.07.2023.
- An Internal Academic and Administrative Audit (AAA) for the academic year 2022-2023 will be conducted from 24.08.2023 to 25.08.2023.
- An External Academic and Administrative Audit (AAA) for the academic year 2022-2023 will be conducted from 10.10.2023 to 11.10.2023.
- National Conference on challenges and Opportunities in Higher Education will be conducted in November 2023.
- Newly recruited staff members will be motivated to complete the Orientation / Induction programme offered by Teaching Learning Centre – PMMMNMTT for 28 days.
- Shift –II staff members will be encouraged to enroll in the Refresher course conducted by Teaching Learning Centre – PMMMNMTT for Two weeks.

Fr. Principal appreciated the IQAC activities and staff members for their effective work. Dr. S. Kalidas, University representative suggested collecting feedback from the teachers also. He also asked the college to share the placement details in the website. Rev. Sr. L. Vasanthi Medona appreciated the college for getting 55<sup>th</sup> rank in NIRF. She suggested that MOOC courses can be offered by staff of St. Xavier's College. Dr. S. Kalidas suggested that advanced learners can be encouraged to take MOOC. Fr. Principal requested the Deans of Academics and IQAC Director to study the feasibility of introducing MOOC in our college.

## NEW COURSES

Dr. R. Geetha, Dean of Science proposed the following Programmes to be introduced in the academic year 2024-2025:

1. M.Sc Artificial Intelligence
2. B.Sc Food Science & Nutrition
3. B.Sc Nano Science and Nanotechnology

Rev. Sr. L. Vasanthi Medona suggested to start the placement oriented courses B.Voc (Bachelor of Vocational Studies) & M.Voc (Master of Vocational Studies) Programmes.

Along with the above mentioned Programmes, the following Programmes were proposed by the members:

1. B.A. Archeology
2. B.A. Geology
3. PG Diploma in Cyber Security
4. M.Sc. Criminology

Dr. S. Prabahar, suggested that since St. Xavier's College is known for Department of Folklore, UG Programmes related to Folklore can be started from the next academic year 2024 - 2025.

## PLACEMENT ACTIVITIES 2022-2023

Dr. S. Chidambaranathan, Placement Officer submitted the activities of the Placement Cell in the academic year 2022-2023. The Placement Cell organized 31 on campus and Virtual Interviews during the academic year 2022-2023. A Mega Job Fair was conducted on 26.03.2023 in view of the Centenary Year of the college. 20 companies visited the campus and 705 students were placed in various companies.

In collaboration with Tata Consultancy Services (TCS), a National Qualified Test (NQT) was conducted for the students. Three of our students got selected in TCS.

Based on the MoUs, the Placement Cell organized 10 Career Guidance and Employability Skills Training Programmes through which 3505 students got benefited. Through the membership with Internshala, Internships and In-plant Trainings were offered to the students.

## PLAN FOR THE ACADEMIC YEAR 2023-2024

- Based on the MoUs signed with CII, Thoothukudi and King Makers IAS Academy, Chennai, the Placement Cell will organize Leadership programmes and train the students to face TNPSC and Civil Services Examinations.
- A Mega Job Fair will be organized in February 2024.

Fr. Principal appreciated Dr. S. Chidambaranathan for his contribution as a Placement Officer and informed that a full-time Placement officer will be appointed shortly. Dr. S. Prabahar disclosed that the District Employment Centre offers free courses for students, and the college can approach District Employment Centre for organizing free training programmes.



**Minutes of the Planning and Evaluation Committee Meeting held on 19.07.2023**

Dr. S. Kalidas suggested to display the names of the students who are placed in various companies in the notice board with their photos, names of the company along with the salary package details. This will motivate other students. He asked all the departments to conduct mock interviews to give more interview experiences to the students.

**RESEARCH ACTIVITIES**

Dr. D. Prem Anand, Dean of Research & UGC Affairs, presented the research activities of the academic year 2023-2024. The following are the important aspects of the report:

- To send proposals to University Grants Commission (UGC), DST and various funding organizations related to Arts, Science, Commerce, Languages and Management disciplines for funding on or before September 2023.
- To coordinate the departments to apply for various schemes and other funding agencies from October to December 2023.
- To conduct National Seminar for the Research guides from Science Stream in January 2024 and for Research Guides from Arts Stream in February 2024.

At present, there are 94 research guides. There are 112 full time research scholars and 86 part time research scholars in the college as on 19.07.2023

Rev. Dr. Sr. L.Vasanthi Medona suggested to organize NET coaching classes for full time research scholars. Fr. Principal informed that our college will conduct NET coaching classes for PG students through AAVE. It is also shared that Certificate Courses will be offered through Xavierian Academy.

**STUDENT ACTIVITIES**

Dr. S. Aloysius Albert, Dean of Students presented the report on 32 activities conducted in the academic year 2022-2023 including Centenary Year Valediction, INDECO 2023, Christmas Celebration, Pongal Celebration, etc. by Student Council and Fine Arts Association. The report also detailed 32 programmes to be conducted in the academic year 2023-2024.

The plan of sports activities for the academic year 2023-2024 was presented by Dr. S. Aloysius Albert.

**NEW BUILDING**

Rev. Fr. Dr. G. Pushparaj, S.J., informed that the construction of the first and second floor is already completed and the electrical work is going on. New building will be completed in the middle of September. The budget for the building is 15 Crores. A fund of 32 Lakhs has been generated with the help of the alumni/alumnae. Fr. Secretary appreciated the alumni for their generous contribution and thanked Dr. S. Chidambaranathan for establishing contact with the alumni. Two administrative staff in IQAC office and one sweeper are appointed in our college.

Rev. Fr. Principal thanked all the members of the Planning and Evaluation Committee for their active participation and contribution. The meeting came ended at 12.30 p.m.

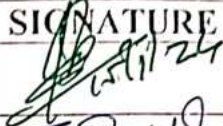
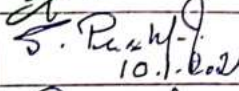
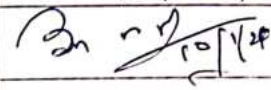
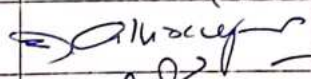
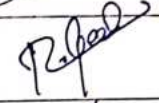
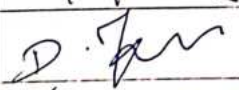
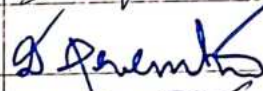

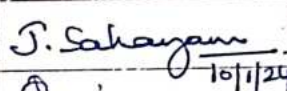
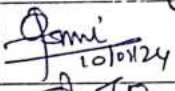

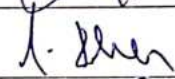
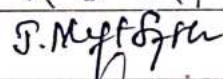
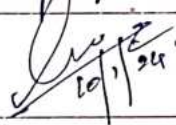
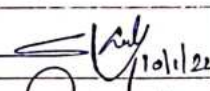
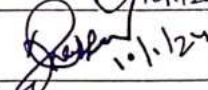

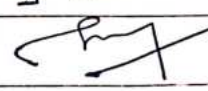
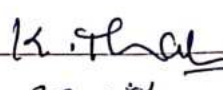
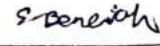
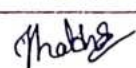
  
**PRINCIPAL**  
**PRINCIPAL**  
**ST. XAVIER'S COLLEGE**  
**(Autonomous)**  
**PALAYAMKOTTAI - 627 002.**

## MEMBERS OF THE PLANNING & EVALUATION COMMITTEE

Date: 10.01.2024 (Wednesday)

Venue: Conference Hall

Time: 10.30 a.m.

S.NO.	NAME OF THE MEMBERS	DESIGNATION	SIGNATURE
1.	Rev. Fr. Dr. S. Mariadoss, S.J.	Principal & Chairman	
2.	Rev. Fr. Dr. G. Pushparaj, S.J.	Secretary	
3.	Dr. B. Xavier Innocent	Deputy Principal	
4.	Dr. S. Athisayanathan	Controller of Examinations	
5.	Dr. R. Geetha	Dean of Science	
6.	Dr. D. Jockim	Dean of Arts	
7.	Dr. D. Prem Anand	Dean of Research & UGC Affairs	
8.	Dr. R. Azhagu Raj	Director, IQAC	
9.	Dr. J. Sahaya Mary	Asst. Director, IQAC	
10.	Dr. S. Aloysius Albert	Dean of Students	
11.	Dr. T. Shamila Joster	Dean of women students	
12.	Dr. F.X. Robert Bellarmine	Dean of Service Organisations	
13.	Dr. J. Margaret Sangeetha		
14.	Rev. Sr. Dr. L. Vasanthi Medona, ICM	Principal, St. Ignatius College of Education, Palayamkottai.	
15.	Dr. S. Prabahar	University Representative	Absent
16.	Dr. S. Kalidas,	University Representative	
17.	Dr. S. Chidambaranathan	Placement Officer	
18.	Mr. J. Jerold	Asst. Placement Officer	
19.	Mrs. J. Remy	Member	
20.	Dr. K. Thanga Glara	Member	
21.	S. Benaiah (21UCH126)	Stu. Rep (Shift I UG)	
22.	G.D. Hari Bhuva Shree (22PEN526)	Stu. Rep (Shift II PG)	



**Minutes of the Planning and Evaluation Committee Meeting****Date: 10.01.2024****Venue: Conference Hall****Time: 10:30 a.m.**

Twenty fifth Planning and Evaluation Committee Meeting was held on 10.01.2024 in Conference Hall at 10.30 a.m. The meeting began with a prayer led by Dr. J. Sahaya Mary, Asst. Director, IQAC. Rev. Fr. Dr. S. Mariadoss, S.J., Principal and Chairman of the Planning and Evaluation Committee extended a warm welcome to all the members. Dr. S. Prabahar, University Representative was not present due to personal reasons.

Dr. D. Jockim, Dean of Arts, presented the minutes of the twenty fourth Planning and Evaluation Committee Meeting held on 19.07.2023. The action taken report highlighted the following:

- ❖ Dr. F.X. Robert Bellarmine & Dr. J. Margaret Sangeetha are appointed Deans of Service Organizations.
- ❖ Mr. J. Jerold is appointed full time Assistant Placement Officer.
- ❖ The College has initiated the plan to offer MOOC courses from the next academic year 2024 – 2025.
- ❖ Fr. Principal informed that the schedule of various meetings is changed due to one week leave in December because of heavy rains & Flood.
- ❖ Dr. S. Chidambaranathan informed that the average salary of the students who are placed in various Companies ranges from 1.8 Lakhs to 3.5 Lakhs per annum.
- ❖ Dr. S. Kalidas, University nominee suggested that a booklet on placement and students activities can be prepared and released every year in the month of September. He also told that there are many companies like Nova Carbon, Britannia, etc in Kangaikondan and the college can collaborate with them. Fr. Principal replied that the college has already signed MoU'S with Britannia and Nova Carbon.

As there was no further clarification, the minutes were approved by the members.

**IQAC REPORT**

Dr. R. Azhaguraj, Director, IQAC presented the report of the IQAC activities 2023 – 2024.

### **Programmes Completed**

- ❖ Faculty Empowerment Programme (FEP - 01) "Teacher – Student Relationship and mentoring system" was conducted on 22.07.2023.
- ❖ Faculty Empowerment Workshop (FEW) "E-Content Preparation and ICT -Tools" was conducted on 19.09.2023 , 26.09.2023 and 03,10 &17.10.2023
- ❖ Faculty Empowerment Programme (FEP - 03) "Teacher - Student Relationship and Mentoring system – 02" was conducted on 04.12.2023.

### **Programmes Planned**

- ❖ Annual Quality Assurance Report (AQAR) for the academic year 2022-2023 will be uploaded in NAAC portal on or before 28.02.2024.
- ❖ The data for NIRF India Ranking – 2024 will be submitted on or before 19.01.2024.
- ❖ Feedback on Curricular Aspects from final year UG and PG students is to be collected in February 2024.
- ❖ Student Feedback on Curricular Aspects will be conducted in March 2024 for the academic year 2023-2024 from UG/PG final year students.
- ❖ Social Audit & Gender Audit will be conducted in March 2024.
- ❖ IQAC will conduct National Conference in April 2024.

### **PLACEMENT ACTIVITIES 2023-2024**

Dr. S. Chidambaranathan, Placement Officer submitted the activities of the Placement Cell for the Odd semester of the academic year 2023 - 2024. The Placement Cell organized 6 Seminars, 3 Workshops and 6 Campus Interviews in the Odd Semester of this Academic year. 1768 students got benefited through the Career Guidance Programmes and 112 students got selected in the Campus interviews.

### **Programmes Planned**

- ❖ Based on the MoUs signed with CII, Thoothukudi and King Makers IAS Academy, Chennai, the Placement Cell will organize the Leadership Programme and train the students to face for TNPSC and Civil Services Examinations.
- ❖ A Two day Mega Job Fair will be organized in the college campus in the month of February and March 2024.



Fr. Principal informed that a new office will be ready for Placement Officer and Asst Placement Officer with a Conference Hall. Dr. S. Chidambaranathan requested the management to allocate one Lakh for every year to provide better hospitality for the companies visiting our institution to conduct placement drives. Fr. Secretary welcomed this idea and he informed that, here after, each association will contribute Rs.1000/- towards the maintenance of the halls from the Academic year 2024 – 2025. And also he told that the money can be used for placement activities.

### **RESEARCH ACTIVITIES**

Dr. D. Prem Anand, Dean of Research & UGC Affairs, presented the research activities of the academic year 2023-2024. The following are the important aspects of the report:

#### **Programmes Completed**

- ❖ Workshop on the creation of VIDWAN and Scopus IDs for Full-Time Research Scholars.
- ❖ Proposals are sent to University Grants Commission (UGC), DST and various funding organizations related to Arts, Science, Commerce, Languages and Management disciplines for funding.

#### **Programmes Planned**

- ❖ A National Seminar for the Research guides for Science faculty will be organized in January 2024.
- ❖ A National Seminar for the Research guides for Arts, Commerce and Management faculty will be conducted in February 2024.
- ❖ A National / International Conference for the Research Scholars will be arranged in March 2024.
- ❖ The research scholars will be motivated to apply for various scholarships.

Rev. Sr. Dr. L. Vasanthi Medona, suggested that those who go on On Duty may contribute 50% of their honorarium to the college which can be used for research purpose. Dr. D. Prem Anand suggested that a copy of the PG Projects can be submitted to Dean's office.

## **STUDENT ACTIVITIES**

Dr. S. Aloysius Albert, Dean of Students presented the report on 53 activities conducted in the odd semester of the academic year 2023-2024 including Centenary Year Valediction by Student Council and Fine Arts Association. The report also detailed 10 programmes to be conducted in the even Semester of the academic year 2023-2024.

Dr. F.X. Robert Bellarmine, Dean of Service Organization, presented the activities of the 24 Service Organizations for the odd semester of the academic year 2023-2024. According to the report, 154 programmes are conducted in the odd semester of the academic year 2023-2024. Fr. Principal insisted to include activities of Sports and Xavier Health Centre in the next report.

Ms. G. D. Hari Bhuvu Shree, Student Representative (Shift II PG) suggested to start Shorthand course for the students. Fr. Principal informed that the course will be started through Xavarian Academy at the earliest.

## **NEW UG / PG PROGRAMMES**

Dr. R. Geetha, Dean of Science informed that the following new Programmes are to be started in the academic year 2024-2025:

1. B.A History & Archeology
2. B.Sc. Geology
3. B.Sc. Artificial Intelligence & Machine Learning

The applications to start these programmes are sent to M.S. University in October 2023.

## **ANY OTHER MATTER**


- Fr. Principal informed that the Graduation Ceremony for 2019 UG batches and 2020 PG batches will be held on 10.02.2024.
- Retreat for all the catholic staff will be held on 17.02.2024.
- Board of Studies Meeting will be held on 23.02.2024.
- 101<sup>st</sup> College Day will be held on 16.03.2024.

Fr. Principal informed that Report on the Centenary year will be presented in the next Governing Body Meeting. Rev. Sr. Dr. L. Vasanthi Medona, suggested that, in the Transfer Certificate, in the place of Community, it should be mentioned as refer to the Community Certificate.



Minutes of the planning and Evaluation Committee Meeting held on 10.01.2024

Rev. Fr. Principal thanked all the members of the Planning and Evaluation Committee for their active participation and contribution. The meeting ended at 12.30 p.m.



**PRINCIPAL**  
PRINCIPAL  
ST. XAVIER'S COLLEGE  
(Autonomous)  
PALAYAMKOTTAI - 627 002