

5th February, 2016

To,

Respected Sir/Madam,

Sub: Invitation to attend the IQAC Meeting of the institute

We wish to thank you for agreeing to be part of our Internal Quality Assurance Cell (IQAC) for the academic year 2015-2016. It gives us immense pleasure to invite you to the first IQAC Meeting of the year. The meeting is scheduled on **13th February, 2016**, at **12 p.m.** The venue for the meeting would be **Conference Room, 4th Floor**, St. Xavier's Institute of Education. The agenda for the meeting is as follows;

- Discussion on the outcomes of the IQAC (internal – college level) meeting and the framework of 'Quality and Well-being'
- Discussion on the Best Practices for the year 2015-2016
- Upcoming NAAC peer team visit scheduled in March, 2016

We seek your opinions, suggestions and insights on the above mentioned agenda points and other areas that you deem necessary to be considered for the quality endeavours of the institution. Eagerly looking forward to having fruitful and meaningful deliberations with you!

Thank you

Yours sincerely,

Dr. Sybil Thomas,
Principal

P.S.: Please find attached the following documents:

- Attachment 1 – Orientation to the B.Ed. Program
- Attachment 2 – Analysis of learner profile
- Attachment 3 -Write up on Quality Assurance 2015-2016