

IQAC Meeting for the year 2018-19

Meeting	No 3
Date	29/04/2019
Venue	Principal's Chamber
Time	3.30 pm

Members

1	Dr Jancey Thomas	Principal in charge
2	Dr Shaju M J	Co-ordinator
3	Dr Biju Thomas	Teacher Representative
4	Dr Jyothimol P	Teacher Representative
5	Dr Annie Cherian	Teacher Representative
6	Dr Sindu Jones	Teacher Representative
7	Dr Joy Markose	Bursar & Finance Officer
8	Sri Biji Kunchako	Superintendent
9	Sri Alexander Oommen	Management Representative
10	Sri Baby Kuriakose	Parent Representative
11	Adv Vinod Kumar	Alumni Representative
12	Mr Abraham Kurian	Industry Representative
13	Mr Ananthakrishnan K	Student Representative

Meeting Routines

- Started with a silent prayer
- Words of Welcome by IQAC co-ordinator
- Discussion of previous minutes and action taken on the same
 - Feedback forms from students, parents, employers, alumni shared. Report will be shared in the next IQAC meeting
 - Arrangements for college specific software packages in connection with Student Management, Accreditation, LMS etc. underway. Finalisation of

supplier will be made after a presentation by them and considering their track record.

- As M G University- School of Environmental Studies is providing Green Audit facilities, talks are underway to entrust them with the work. Dr Sajish P R will be in charge of the same.
- A session on e-content development and e learning will be arranged by the IQAC for teachers in May 2019.
- Presidential Address by Principal
 - Updated the members about the RUSA project.
 - Stressed on the need for active involvement of all stake holders in the NAAC accreditation
 - Presented a brief overview on the campus activities for the last two months

Meeting Discussions and Action Taken

1. Reconstituting the QAC at the department levels with participation from various stakeholder groups.
 2. Develop a long term strategic plan for the college in consultation with Management and Stakeholders
 3. More Certificate/Skill Courses to be launched in the academic years 2019-20.
 4. Installation of new software – a comprehensive student management software
 5. Ideas for campus beautification shall be collected from various stakeholders.
 6. Students shall be encouraged to participate in the MOOC courses.
- It was also informed about:
 - Submission of reports under AISHE and NIRF.
 - Postgraduate Programme Results

Formal Vote of Thanks by Dr Annie Cherian