

MINUTES OF IQAC MEETINGS 2016-17

Notice

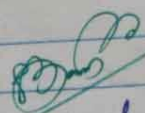
A meeting of the IQAC is scheduled on 9th June 2016 at 3:00 pm in the New Seminar Hall. All members are requested to attend the meeting without fail.

Agenda:

Preparation of AQAR of the last academic year
Quality Improvement
Other Matters.

Date:

7/6/16


Principal

1. Rev Dr Benny Thottanayil 
2. Rev Dr Joseph Ozhukayil 
3. Rev Fr Jose Varapuzha 
4. Dr. Antony Thomas 
5. Dr. Jollyamma Mathew 
6. Dr. Sujarane Mathew 
7. Dr. Babu Joseph 
8. Dr. A Jose 
9. Dr. Josephkutty Joseph 
10. Ms. Stacey V Sebastian 
11. Dr. Sime Thomas 
12. Fr. Johnson Joseph 
13. Ms. Aniket Thomas (Librarian) 
14. Mr. George Joseph (Superintendent) 
15. Dr. Gyrica Joseph (External Expert)

Members Present:

1. Dr. Sujarann Mathew
2. Dr. A. Jose
3. Dr. Jini Thomas
4. Stacey Sebastian
5. Anamol Thomas
6. Dr. Babhyamma Mathew
7. Dr. Joykutty Joseph
8. Fr. Johnson Joseph
9. Dr. Antony Thomas
10. Fr. Jose Varghese
11. Fr. Joseph O.C.
12. Fr. Dr. Benny Sebastian

Minutes of the Meeting held on 9/6/16

The first meeting of the IQAC of the academic year 2016-17 started at 3:30pm 9/6/16. Dr. Antony Thomas the IQAC co-ordinator welcomed the gathering indicating of the next accreditation due in 2018.

The Principal led the discussions agreeing on the outset for a well-equipped room to be provided for IQAC. A permanent staff for IQAC and examinations were considered.

2. Since the results of the colleges were deteriorating in the recent yrs, an urgent dept wise scrutiny of the results was suggested.

- Quality to be ascertained at admission

- There was unanimously decided to constitute a monitoring

SD 13

- Wg with Dr Sandhya.C as Coordinator, along with 3 other faculty.
- Should be vigilant with the attendance of students. Condonation would not be permitted indiscriminately.
- 3 - A Teachers Performance Record should be prepared (A feedback from students is also important.)
The duty of preparing the TPR was entrusted with Dr Babu Joseph and Dr Antony Thomas
- 4 Since Funds from the govt ~~was~~ getting scarce a decision was taken to institute a Department Fund of ₹250/- out of which ₹50 would be given to Malayalam / Hindi Departments.
The Accounts of the Fund was to be maintained by the HOD.
- 5 The Principal and IQAC would be visiting each dept within 2 months.
- 6 A general P.T.A was to be conducted ^{for sampling of results.}
- 7 Decided to conduct feedback on curriculum from stakeholders.
The IQAC expressed regret over the lack of sufficient extension activities in the college and the need for more Research Departments.
The positive step taken by the IQAC of updating and giving the website a facelift was commended on - Fr Jose Varghese was to be given credit for the website.
Library upgradation was also taking place very efficiently.
At the request of the librarian a list of Journals was sought by the administrator.
The meeting concluded with a vote of thanks by Dr Polyanthra.

Antony
Co-ordinator

Jose K V
Secretary

Dr Polyanthra
Principal

Notice

A meeting of the IQAC Departmental co-ordinators is scheduled to be held at 3:00 pm on 3/8/2016 Wednesday, in the Seminar Hall. All the members are requested to attend the meeting without fail.

Agenda:

1. AQAR
2. IQAC Department visit
3. Other Matters


Principal

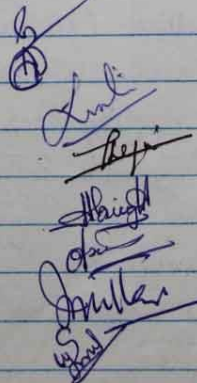
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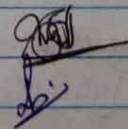
1/8/2016

1. Rev Dr. Benny Thottananiyil
2. Rev Dr. Joseph Ozhukayil
3. Dr. Antony Thomas
4. Dr. Jollyamma Mathew
5. Dr. Joykutty Joseph
6. Dr. Sujarani Mathew
7. Dr. Brigit Paul
8. Ms. Stancy V Sebastian
9. Ms. Aparna Raj
10. Ms. Linta Maria Jose
11. Ms. Theja Joseph
12. Ms. Nisha Maria
13. Ms. Jency Francis
14. Fr. Johnson Joseph
15. Ms. Sijimol C. G
16. Mr. John Varghese Mr. Tuo Mathews
17. Ms. Rinu Jose


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- 17 Deepa S (B.Voc) DB
 18 Maria Ann Joseph (English S.F) mb
 19 ^{SR. SHOBANA} Stacy P John (Psychology SF) Stacy
 20 ^{Tinu Varghese} Xavier Kuncheria (Botany SF) Tinu
 21 Soniya N.V (E.E.M) Soniya
 22 Vidya Venugopal (Maths) Vidya
 23 Anitta T Manuel (computer) Anitta
 24 pratheesh C (Commerce SF) Pratheesh
 25 Joshy Paul Joshy
 26 Simple Mathew (MSW SF) Simple

Members Present :

1. Anitta T. Manuel (Computer Science) A.T.
 2. Sugamani Mathew Sugamani
 3. Maria Ann Joseph mb
 4. Deepa S (B.Voc) Deepa
 5. Stacy Sebastian Stacy
 6. Dr Brigit Paul Brigit
 7. Rini Jose Rini
 8. Vidhya Venugopal (MATHS) Vidya
 9. Tinu Varghese (M.Sc. Botany) Tinu
 10. Simple Mathew (MSW) Simple
 11. Jerry Francis (Commerce-Regular) Jerry
 12. Soniya N.V (Physics & Electronics) Soniya
 13. Theja Joseph (Botany) Theja
 14. Nisha Maria S.G. (Zoology) Nisha
 15. Linda Maria Jose (Chemistry) Linda
 16. Dr. Jollyamma Mathew Jollyamma
 17. Sijimol C.G. Sijimol
 18. Pratheesh C (Commerce SF) Pratheesh
 19. Tjo Mathew (Statistics) Tjo

20. Goshy Paul - physical Edr. John

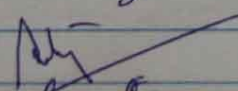
Decisions Taken in the meeting held on 3/8/16

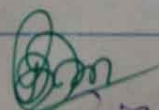
The meeting began at 3:15 pm with a silent prayer. The introductory talk was done by Dr. Andrew Thomas, the DEAC coordinator about the need for systematic updating of all the files maintained by the departments.

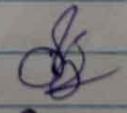
Rev Fr Benny Thottanvilil next addressed the gathering on the smooth functioning of the college resting upon the IOAC. The details of the AOAR to be prepared was also touched upon.

The discussions that followed brought about the certain decisions pertaining the correct functioning of IOAC. The year-wise AOAR was to be compiled by each department coordinator and was to be submitted by the end of the month - August.

It was also decided to conduct a Departmental Visit comprising of the members of the management, DEAC members in each department and to ensure the correct updating of the documents in each department. Also a Mentoring Register was to be implemented from 2016 Admission onwards. The meeting ended with a vote of Thanks by Dr. Syerani Kothar - the secretary.


co-ordinator
Dr. Andrew Thomas


Bishop


Syerani Kothar

Notice

A Combined meeting of I & A C members and Departmental Coordinators is Scheduled on ~~Wednesday~~ ^{Tuesday} 13th December 2016, in the ~~Med. Science Hall~~ ^{Auditorium}. All are requested to attend the meeting at 3.00 p.m., without fail.

1. Rev. Dr. Benny Sebastian
2. Rev. Dr. Joseph Athukayil
3. Dr. Antony Thomas
4. Dr. Jollyamma Mathew
5. Dr. Sujasani Mathew
6. Dr. Baku Joseph
7. Dr. A. Jose
8. Dr. Joykutty Joseph
9. Ms. Stacey V. Sebastian
10. Dr. Jini Thomas
11. Fr. Johnson Joseph
12. Mr. George Joseph
13. Ms. Anamol Thomas
14. Dr. Brijit Paul
15. Ms. Aparna Raj
16. Ms. Linta Maria Jose
17. Ms. Theja Joseph
18. Ms. Nisha Maria E. G.
19. Ms. Rinu Jose
20. Ms. Jancy Francis
21. Ms. Cijimal. C. G.
22. Ms. Deepa. S
23. Ms. Sonia N. V
24. Ms. Anitta T. Manuel
25. Ms. Maria Anu Joseph

Bob

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26. Ms. Vidya Venugopal
27. Ms. Tinu Varghese
28. Mr. Pratheesh C
29. Ms. Joshy Paul
30. Ms. Simple Mathew
31. Sr. Sobhana
32. Mr. Tijo Mathew

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 Simple
 Sobhana
 Tijo

Mannan
 5-12-2016

PRINCIPAL

Members present

1. Rev. Dr. Joseph O.C.
2. Dr. Antony Thom
3. Joshy Paul
4. Fr. Johnson Joseph
5. Tijo Mathews
6. Vidhya Venugopal
7. Maria Ann Joseph
8. Sr. Sobhana
9. Deepa S
10. RINU JOSE
11. Sijimol. C.G
12. Thija Joseph
13. Geny Francis
14. TINU VARGHESE
15. Simple Renu
16. Anamol Thomas
17. Lata Mene Jose
18. Aparna Raj
19. Dr. Bagitt Paul
20. Nisha Maria E.G

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21 Anitha T. Manuel
22 Jini Thomas

Dr. H. J. P.

21.6.16

Minutes of the meeting held on 13th December 2016

The meeting of the IDAC Department Co-ordinators began at 3:15 pm in the College Auditorium with a silent prayer.

The meeting started off with an introduction from the co-ordinator Dr. Antony Thomas. He spoke of the achievement in updating the website. Next the Mr. Shesha, IDAC staff was asked to demonstrate the ~~see~~ maintenance and updation of the website to the committee members. Analysis of the feedback on curriculum was to be handed to the College Council, immediately. The next programme was to sensitize the gathering on the social initiative to be taken up by various department. The extension programmes to be conducted newly by each dept was noted down.

The meeting ended with a vote of thanks.

Antony
Dr. Antony Thomas
IDAC Coordinator

S. J. P.
Dr. Sushanth Mathew
Secretary

David
Principal