Minutes of the Online IQAC meeting held on 24 May 2022 at 2.30 pm

Agenda

1. Institution level training programme on MOODLE LMS, KSHEC, Thiruvananthapuram
2. Appointment of permanent teachers in Botany, Commerce and Malayalam
3. New Website
4. New LMS
5. Induction Programme for ISC students of Bishop Moore Vidyapith
6. Publication of College Hand Book and Academic Calendar
7. Feedback collection
8. Annual Report of the college
9. CAS promotion of teachers

A meeting of the IQAC was held on 24 May 2022 on Google Meet at 2.30 pm. The following members were present for the meeting.

1. Dr. Jacob Chandy (Chairman)
2. Dr. Ranjith Mathew Abraham
3. Dr. D. Sajan
4. Dr. Lynnette Joseph (Convener)
5. Dr. Nair Anup Chandrasekharan
6. Mrs. Merin George
7. Dr. Divya S.
8. Dr. Ashish Varughese
9. Dr. Sudha Mary Thomas
10. Mr. Yogesh Prasad
11. Dr. Deepa Thomas
12. Dr. Reeja Jose
13. Mr. Santhosh P John
14. Dr. Prakash G Williams
15. Mr. Jackson Joseph (Stakeholders's Representative)

The meeting commenced with a silent prayer and Dr. Lynnette Joseph welcomed the members. The following decisions were taken.

1. It was decided to conduct Institution level training programme on MOODLE LMS organised by KSHEC, Thiruvananthapuram during 23-28 June 2022
2. It was decided to take the necessary actions towards the recruitment of permanent teachers in Botany, Commerce and Malayalam.
3. It was decided to take necessary actions for the development of a new website for the college in the domain www.bishopmoorecollege.ac.in. A committee for the same was constituted with Dr. Lynnette Joseph as the convener.
4. It was decided to purchase a new Learning Management System for attendance monitoring and OBE management. Ms. Merin George was entrusted with the same
5. It was decided to organise an Induction Programme for ISC students of Bishop Moore Vidyapith during 27-29 June 2022. Mr. Yogesh Prasad was entrusted with the same.

6. It was decided to publish the college hand book and academic calendar by June 2022. Dr. Nair Anup Chandrasekharan was entrusted with the same.
7. It was decided to do the annual feedback analysis. Dr. Lynnette Joseph was assigned the same
8. It was decided to prepare the annual report of the college. Dr. Deepa Thomas was entrusted with the same

Ms. Merin George proposed the vote of thanks and the meeting came to a close at 4.00 pm.

Dr. JACOB CHANDY
PRINCIPAL
BISHOP MOORE COLLEGE
MAVELIKARA

Dr. Lynnette Joseph
IQAC Co-ordinator

09/08/2022

Action Taken Report

1. All teachers of the college participated in the Institution level training programme on MOODLE LMS organised by KSHEC, Thiruvananthapuram during 23-28 June 2022
2. Applications invited for the post of permanent teachers in Botany, Commerce and Malayalam on 22 June 2022
3. Agreement for construction of New Website was signed with Endzine Technologies, Kozhikode.
4. Agreement for purchase of new LMS and Attendance monitoring system, Embase was signed.
5. Induction Programme for ISC students of Bishop Moore Vidyapith organised during 27-29 June 2022.
6. College Hand Book and Academic Calendar was published.
7. Feedback collected were analysed.
8. Annual Report of the college was prepared.

Dr. JACOB CHANDY
PRINCIPAL
BISHOP MOORE COLLEGE
MAVELIKARA

Dr. Lynnette Joseph
IQAC Coordinator