



**BISHOP MOORE COLLEGE MAVELIKARA**  
**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the Academic and Administrative Audits of the academic years 2018-19 and 2019-20**

The academic and administrative audits of the academic years 2018-19 and 2019-20 was held at 9.30 am on 26/08/2020 in the Principal's Office. The following members were present in the meeting:

- Dr. Jacob Chandy (Principal and Auditor)
- Dr. Ranjith Mathew Abraham (IQAC Convener and Head of the Department of Economics)
- Dr. Anne Angeline Abraham (Head of the Department of English)
- Dr. Sajeeve V P (Head of the Department of Commerce)
- Mrs. Sajini Deena Mathew (Head of the Department of Commerce)
- Capt. Cigi P George (Head of the Department of Physical Education)
- Dr. D Sajan (Head of the Department of Physics)
- Mrs. Siji K Mary (Head of the Department of Chemistry)
- Dr. Dinesh Raj R (Head of the Department of Botany and Biotechnology)
- Mrs. Simili Abraham (Head of the Department of Mathematics)
- Dr. Deepthi G R (Head of the Department of Zoology)

All the Department Heads presented the report of the activities of 2018-19 and 2019-20. Active peer group discussions were held, focused on Student Progression in the academic sphere and the way online classes were conducted during the pandemic times.

The IQAC convener informed that all Departments should ensure that the teaching -learning process is going on as per learning outcomes based curricular framework and student centric learning methodologies, and stressed on the need for teachers to be more IT literate and savvy. He urged that all teachers should create at least one course in moodle. It was decided to streamline the Internal Assessment process affected by the shutdown of physical classrooms. The Principal informed the Science Departments to make use of the virtual labs provided by various institutions. It was suggested to encourage students to enroll and successfully complete Coursera/SWAYAM NPTEL courses.

The audit team congratulated the organizing of the three-day International Conference on Marxism by the Department of English from 7-9 January 2019, in collaboration with Sree Sankara University, Kalady, with the support of the Kerala State Higher Education Council and Literit, the Invited talk on the topic, "Character - A Key Investment to Success" by the department of Economics, Workshop on SWAYAM, an initiative of the Department of Commerce for the faculty members across India to learn how SYAYAM -the Indian MOOC functions, organized in association with Educational Multimedia Research Centre (EMMRC) Calicut, World Wetland Day celebrations by the department of Botany and Biotechnology, National Seminar 'Current Trends and Advances in Biological Sciences (CTAB - 2020)' by the department of Botany and Biotechnology, 'National Seminar on Scientific Solutions for Sustainable Rebuilding of Kerala in the Post Flood Scenario' by the department of Physics in association with Directorate of Environment & Climate Change (DoECC), Govt. of Kerala, National Conference BIORADIANCE 2019 "Toxicity and Current Perspectives" by the department of Chemistry in association with the Pushpagiri research centre, JAM/PG Entrance Coaching classes by the department of Mathematics and talk on " Global Warming and Natural Calamities" by the department of Zoology.

The Golden Jubilee Lecture Series by the department of English to commemorate 50 years of its existence, release of the The Golden Jubilee Souvenir "Vidhyadhanam" by the department of Economics, conduct of the Best Manager Competition by the department of Commerce to enhance the managerial abilities of students, 'Winter School on Materials and Molecular Simulations using Open Source Softwares: From Theory to Practice' and KSHEC supported E-Summer School organized by the department of Physics and three-day workshop on Foundations of Mathematics for B.Sc. second and final year students organized by the department of Mathematics were appreciated.

Special mention was given to the conduct of the KSHEC Erudite Scholar in Residence Programme by the Department of English, talk on 'Digital Banking' by the department of Economics, Interschool Business Quiz to familiarize the school students with the emerging areas of business and commerce, Workshop on IPR and SPSS by the department of Physics and Seminar on "Statistical science for scientific research" by the department of Mathematics.

Programmes aligned with the UN Sustainable development Goals viz. formation of ASPIC club, hands-on training workshop on the various aspects relating to the cultivation,

propagation and marketing of mushrooms in Kerala, Shasthrajalakam programme for school students, Paper pen Release and Nature Conservation Day Celebration, Observance of Unity Day, the Cleaning Pandanad project of NSS as part of flood relief activities, the participation of the NSS units in Rebuild Kerala Project of the Government were appreciated.

The research output of the research centres of Physics and Chemistry were commended. The team congratulated the grant of patent to Ms. Siji K Mary and Ms. Rekha Rose Koshy for the invention entitled "CRYSTALLINE CHITIN NANO WHISKER AND COMPOSITES THEREOF" by The Government of India.

The University Examination results of 2019 and 2020 pass out batches were critically analyzed. The audit team congratulated the Department for bagging the first rank in MSc Physics as well as for the four students of Final semester Degree for clearing JAM and being placed in IITs.

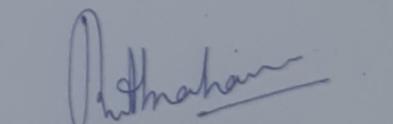
The accounts and scholarship details were presented by the administrative section and audited by the team.

The meeting came to close at 1.00 pm



Dr. Jacob Chandy

PRINCIPAL



Dr. Ranjith Mathew Abraham

IQAC Co-ordinator