

Minutes of the IQAC meeting held on 16th JAN. 2015

Minutes of the IQAC meeting held on 16th JAN. 2015 at 11 A M in the Principal's office.

The following members were present.

Dr. Leelamma George, Dr. Sabu George, Dr. Ranjith Mathew Abraham, Dr. P.K.Varghese, Dr. Laly Jacob, Prof. V.I. Johnson, Prof. George Mathew, Prof. George M Cherian, Prof. Jessy Ann Philip, Prof. George Kurian.

The committee reviewed the various quality aspects and development programmes of the college. The following decisions were taken.

1. The convenor informed that the period of accreditation expires on 27th March 2015, and that the LOI has to be submitted for the next cycle. However the committee decided that the submission of LOI may be postponed as the infrastructure projects of the college have not been completed.
2. It was decided to conduct the valedictory function of the Golden Jubilee celebration on 7th March 2015. It was decided to invite Shri Oommen Chandy, the honorable Chief Minister of Kerala as the chief Guest.
3. The committee expressed satisfaction in the progress of the construction of the Golden Jubilee Chapel. The dedication was scheduled to be held on 21st January 2015 by the manager and Bishop Rt. Rev Thomas k Oommen.
4. The progress of work on the Golden Jubilee Gate and the Parking area was renewed. It was decided to dedicate the same on 7th March 2015.
5. It was decided that all teachers should collect completed feedback forms from the students. Institutional feedback forms should be collected from all outgoing students.
6. Pathayam-a send off ceremony for final year students should be organized in the month of March. It was decided to invite Rev, Mathew Vaidhyan to deliver the message.
7. It was decided to organize "Vision 2030" – a programme to plan for the future of the college on 24th March at 11.00 AM in the seminar hall. It was decided to invite former Principals, former teachers, alumni and all the current teaching staff and non-teaching staff. The manager will preside over the meeting.
8. It was decided to renovate the Zoology department room.

The meeting came to close at 12.30 P.M.

Dr.Leelamma George

Principal

Dr. Ranjith Mathew Abraham

IQAC Coordinator

Action Taken Report

1. The valedictory function of the Golden Jubilee Celebrations of the College was held on 7th March 2015. The Chief Minister Shri. Oommen Chandy had consented to be the chief guest, but unfortunately due to the sudden demise of the Speaker of the Legislative Assembly Shri. G.Karthikeyan he was not able to attend the function. Shri.Rajesh MLA and the Manager Rt.Rev.Thomas K. Oommen graced the occasion.
2. The Golden Jubilee Gate was completed with the financial help from the Alumni Association. The gate was dedicated on 7th March 2015
3. Teacher feedbacks were collected and the respective teachers made an analysis of their teaching based on the student feedback. Teachers agreed to make necessary changes and improve their teaching.
4. Institutional feedbacks were collected from the students in a structured questionnaire.
5. Padheyam was organized on 23rd March to bid farewell to the final year students.
6. The IQAC and the ART organized a programme VISION 2030 on 24th March to plan for the future of the College. Principals, Manager, teaching and non teaching staff shared their vision for the college.
7. The Zoology Department was renovated and dedicated.

Dr.Ranjith Mathew Abraham

IQAC Coordinator

Minutes of the IQAC meeting held on 16th October 2014

Minutes of the IQAC meeting held on 16th October 2014 at 10.30 A.M in the Principals office. The following members were present.

Dr. Sabu George, , Dr. P.K.Varghese, Prof. V I Johnson, Prof. George Kurian, Dr. Deepthi G R, Mr. M S John,

Prof. Jessy Anu Philip, Prof Giggy P Koshy.

The committee discussed the various quality aspects and development agenda for the college. The following decisions were taken.

1. It was decided to make preparations for the NAAC Accreditation. Criterion wise committees are to be entrusted with the responsibility of collecting data on their respective criterion.
2. The work on the college software has to be completed. Student data, Teacher data and attendance data has to be entered In the software.
3. The newsletter of the college has to be published by the end of the academic year.
4. All teachers should submit proposals to the UGC for minor research and major research Projects.
5. Every department should be submit proposal for grant to conduct National Seminas.
6. A waste disposal mechanism should be made functional in the campus.
7. The website of the college should be updated regularly.
8. The benches and desks in all the classrooms should be uniformly arranged . All useless desks and benches should be removed from the classrooms.
9. The college chapel should be completed by Dec. 2014.
10. The work on The Golden Jubilee Gate and secretary room should by taken up.
11. It was decided to renovate the Economics, Mathematics and Malayalam, Departments room.
12. A parking area for two wheelers and four wheelers have to be constructed.
13. The work on the volleyball court has to be completed and steps should be taken up for starting a sports hostel for women basketball and men volleyball team.
14. A solar power panel should be installed to meet the power requirement of the classroom.

Dr. Leelamma George
Abraham

Dr. Ranjith Mathew

Principal

IQAC Coordinator

Action taken report

1. NAAC criterion wise committees were constituted.
2. Purchased the offline college automation software. Data entry has commenced.
3. The work on the newsletter is in progress.
4. Proposals for projects were submitted to the UGC.
5. Proposals for National Seminars were submitted to UGC.
6. The IQAC co-coordinator and Prof. Merin George updated the website regularly.
7. The benches and desk in all classrooms were arranged uniformly.
8. The work on the Chapel is hearing completion.
9. Consultations were held with the architect Mr. John Panicker on the Plan of the Golden Jubilee Gate and Secretary room.
10. The renovation of the Economic and Mathematics departments is in progress. The renovation of Malayalam department has been completed.
11. The plan for the parking area for two wheelers and four wheelers has been approved.
12. The work on the volleyball court in progress.
13. The installation on waste disposal mechanism and solar panel has not made progress.

Dr. Ranjith Mathew Abraham

IQAC Coordinator

