



7th December 2018

Minutes of IQAC Meeting

The meeting of the IQAC held in the conference room adjacent to the Principal's Office on December 7th 2018 discussed the following.

Members Present:

Rev Sr Cherukusumam CMC	Sd/-
Rev Dr Thomas Parathara	Sd/-
Dr Anitha Jose	Sd/-
Dr Rani Maria Thomas	Sd/-
Dr Jinsamma Joseph	Sd/-
Dr Reethama O V	Sd/-
Dr Saji Mariam George	Sd/-
Dr Jissy Mathew	Sd/-
Ms Linz Tom	Sd/-
Dr Jickey Issac	Sd/-
Dr Poulami Aich Mukharjee	Sd/-
Dr Jaisymol Augustine	Sd/-
Ms Rosmi Lukose	Sd/-

Matters Discussed:

- Conduct of Exit Exam – Review
- Concerns and Doubts regarding NAAC data uploading
- Students IQAC: duties, functions and composition
- Grievance Mail –ID

The IQAC coordinator informed that the Exit Exam was successfully conducted on the 3rd, the results announced on the 4th of December and an analysis of the same was conducted and sought to present it in the Staff General Body. She also sought the idea of the constitution of student IQAC. It was welcomed by all the members and was decided to constitute the student IQAC with Principal, VP, Student Advisor, members of the CORALS, Union Chairperson, Sports representative as the members. The tenure of the student was decided to be one year. Functions and roles to be decided and a meeting of the SQAC to be conducted at the earliest. To address the queries/doubts relating to NAAC data uploading for NAAC Accreditation, it was decided to invite resource persons (who were/are part of the NAAC peer team) who is familiar with the new Accreditation format. Though the formation of a grievance mail id was proposed by the IQAC coordinator, there was no consensus regarding its implementation. It was also decided to make the Vice Principal Dr. Anitha Jose as the faculty Advisor for SQAC.
