



5th October 2017

Minutes of IQAC Meeting

The meeting of the IQAC held on 5th October 2017, in the Conference Room adjacent to the Principal's Office discussed the following

Members Present:

Dr. Sr. Amala SH	Sd/-
Sr. Cherukusumam CMC	Sd/-
Dr. Rani Maria Thomas	Sd/-
Ms. RosmiLukose	Sd/-
Dr. Jinsamma Joseph	Sd/-
Dr. Reethamma O.V.	Sd/-
Dr. Saji Mariam George	Sd/-
Dr. Jissy Mathew	Sd/-
Ms. Linz Tom	Sd/-
Dr. Jikcey Isaac	Sd/-
Dr. PaulamiAich Mukherjee	Sd/-
Dr. Jaisymol Augustine	Sd/-

Agenda:

- Criterion wise brainstorming of the committee co-ordinator according to the NAAC Manual for Autonomous College.
- Feedback from the Committees after discussion and the ideas proposed.
- Administrative and Academic Audit
- Quality Policy for the college to be developed.
- Feedback about design and reviews of syllabus.

Matters Discussed:

- The IQAC members of the 4 Committees presented their views after reviewing the various criteria.
- The importance of reviewing and disproving the student feedback and to prepare a feedback to review the syllabus was stressed on.
- The need to make a provision for the feedback form in the website and its evaluation was also approved.
- The Committee on Curricular Aspects was asked to prepare the feedback form and present it in the IQAC meeting.
- The need to provide skill-oriented courses in the curriculum and improve those already in place was put forward by the IQAC co-ordinator.
- The need to develop a learning management system and improve mentoring was also stressed.
- Remya S. of the Department of Economics and Dr. PaulamiAich Mukherjee were entrusted with the task of conducting the session on ICT and online courses.
- The function and evaluation of the Grievance Redress Cell has to be strengthened was emphasized and the measures to remedy the grievances received should be made regular.
- It was also suggested that the teachers should be oriented as the new changes in the NAAC procedure for accreditation.
- The teaching staff was asked to update their profile.
- Policies on various aspects like Consultancy, Research Collaboration, examination, etc. to be reviewed and revised.
