



11<sup>th</sup> October 2017

## Minutes of IQAC Meeting

The meeting of the IQAC held in the Conference Room adjacent to the Principal's Office at 3:15 p.m. on 11<sup>th</sup> October 2017 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:

- Feedback on revised syllabus (Curriculum Aspect Committee)
- Discussion on ideas prepared by Criteria Wise Committees
- A continuation of the meeting on 5<sup>th</sup> October 2017 to analyse the feedback from remaining committee members.
- Reviews and feedback from stakeholders regarding autonomy.
- A Common Quality Policy for the college.
- Renovation of the Language Lab.
- Creating an institutional mail id for all members via intranet.
- Each department to prepare a booklet for the Bridge Courses conducted every year.
- To organize lectures / national seminars on Gender Sensitivity.
- Activities to promote national integration, environmental awareness

### Matters Discussed:

- In the wake of the discussions among the IQAC members it was decided that changes must be made in vision and mission statements in tune with the changing needs in autonomy.
- Feedback from Criterion VI- Governance and Leadership focused on the methods to be adopted for de centralisation and participatory management.
- The need to revise the organogram in accordance with changes in autonomy was also pointed out.
- It was decided to hold a meeting with the stakeholders and review their feedbacks regarding autonomy.
- Decision was taken to renovate the language lab and develop a depository of teachers' expert lecturers.
- It was decided (that since the ERP will provide the institutional mail id for its members) to ask them to provide that facility.
- The Department heads are to be intimated about the booklet for Bridge Course in the Staff Council meeting.
- Ms. Paulami, Rani Maria Thomas and Rosmi Lukose were entrusted with the task of organising seminars on gender issues.
- A discussion (to promote national integration) on various programmes to be charted to promote national integration resulted in the decision to conduct quiz programmes on National Integration by the Human Rights Cell, Wall Magazine Competition and theme based activities (to be organised to promote Universal values etc.).
- It was also decided to conduct the Enrichment modules in the month of January 2018 by the various departments to the first and second year students.

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