



10<sup>th</sup> April 2018

## Minutes of IQAC Meeting

The meeting of the IQAC held in the conference room adjacent to Principal's office on 10<sup>th</sup> April 2018 at discussed the following.

### Members Present:

Dr. Sr. Amala SH	Sd/-
Sr. Cherukusumam CMC	Sd/-
Dr. Rani Maria Thomas	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:

- Skill based course for every department to be implemented.
- Internal Academic and Administrative Audit
- Evaluation of NIRF Ranking

### Matters Discussed:

- It was decided to conduct a skill-based certificate courses for 30 hours by each department for their students.
- Departments are to be given the flexibility to offer either certificate or diploma courses.
- Dr. Reethamma O.V was given the responsibility to coordinate the Assumption College Skill Acquisition and Development Programme (ACSAD).

- In view of the decision taken to conduct the academic and administrative audit on 25<sup>th</sup> & 26<sup>th</sup> of April 2018, it was decided to invite the former Principal of St. Joseph's College Alappuzha and the former IQAC coordinator of St. Berchman's College Dr. Anthony Jose as members as member of the Audit Team.
- All the members of the committees were to be briefed by the IQAC coordinator and it was decided that all the teachers must ensure their presence.
- The reasons for the NIRF ranking was evaluated. Suggestions were made to improve the placement and Research Consultancy.

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