



21st April 2021

Minutes of IQAC Meeting

The meeting of the IQAC held in the Powathil Hall on 21st April 2021 at 2:00 pm discussed the following:

Agenda

- Completion of AQAR
- Committees for NAAC Journey 2021-22
- Preparation of SSR
- Procedure for collecting and Filing documents
- IQAC Room and Requirements
- Constitution of Strategic Planning Committee (List Of Names To Be Given)
- General Meeting of NAAC Committee
- Departmental Documentation to be completed
- Academic Audit 2020 -21
- Student Exchange Programme- Sophia University
- AESOP

Members Present:

Dr Anitha Jose	Sd/-
Rev Dr Thomas Joseph Parathara	Sd/-
Ms Anne Mary Joseph	Sd/-
Dr Paulami Aich Mukherjee	Sd/-
Dr Jinsamma Joseph	Sd/-
Dr Jissy Mathew	Sd/-
Ms Rinsy Thomas	Sd/-
Ms Linz Tom	Sd/-
Dr Jickey Isaac	Sd/-
Dr Marina Aloysius	Sd/-
Dr Binumol Abraham	Sd/-

Ms Suja Mary George	Sd/-
Rev Tinju Tom	Sd/-
Ms Rosmi Lukose	Sd/-

Matters Discussed:

- Principal Dr Anitha Jose briefed the needs and measures to be taken in the wake of the upcoming NAAC visit and announced that Ms. Anne Mary Joseph was selected as the NAAC while continuing as the IQAC Coordinator. The Principal read the various committees constituted for NAAC data preparation for the SSR and their members. It was decided that the criterion committee must collaborate to verify and validate the data collected for AQAR. Accordingly, it was decided that they would meet from the 26th of April to do so.
- To provide the list of names to constitute the Strategic Committee to the Manager. that the departments must be ready with their documentation according to the list of files provided in January and also complete the Evaluation Format provided. An inspection Committee to check the files will be held in June, 2021.
- The departments must be ready for the Academic and Administrative Audit to be held in August 2021.
- Organise Webinars and Workshops with Sophia University in the wake of the pandemic.
- That AESOP for the current year must focus on the psychological and social well-being of the students in the villages adopted and they must be provided with essential learning kit for the new academic year.
