



30th March 2017

Minutes of IQAC Meeting

The meeting of IQAC held on 30th March 2017 in the Conference Room adjacent to the Principal's Office at 10:30 a.m. discussed the following

Members Present:

Dr. Sr. Amala SH (Principal)	Sd/-
Sr. Cherukusumam CMC	Sd/-
Dr. Regimol C. Cherian	Sd/-
Dr. Rani Maria Thomas	Sd/-
Ms. Rosmi Lukose	Sd/-
Ms. Anne Mary Joseph	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. Paulami Aich Mukherjee	Sd/-
Dr. Jaisymol Augustine	Sd/-

Agenda:

- Green Audit
- Increase academic presentations
- Mentor's meet and orientation
- Orientation on opportunities in Higher Education
- AESOP
- Syllabus Revision
- SSR Guidelines
- Website uplifting

Matters Discussed:

- Conduct a green audit in the campus under the leadership of the Zoology/Microbiology and Chemistry Departments as well as waste management awareness programme (Anupa Leela George) and Rainwater harvesting by the Botany Department.
- Promote academic presentations by students and teachers by taking measures to encourage them under the aegis of the Research Promotion Council.
- Reminded the necessity of organising a monthly Mentor's meet and conduct an orientation programme for mentors in June.
- Provide orientation to students about opportunities in the higher education field (Department wise). Dr. Jikcey Isaac to be in charge of organising a workshop on opportunities in Higher Education.
- Finalise the guidelines for Assumption Extension and Social Outreach Programme
- Facelift the college website and explore the possibility of organising an International Conference.
- Revise the Syllabus for 2017 admissions.
- The IQAC co-ordinator also provided a quick review of NAAC criteria and the preparations for SSR.
- It was decided to develop a core group of premier students based on their academic performance, extra-curricular activities, communication skills, inter personal and leadership skills. Dr. Jaisymol Augustine was given the responsibility of selecting this CORE group of students.
