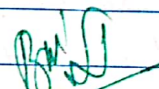


NOTICE

It has been decided to convene a meeting of IQAC Committee on 22nd July 2020 at 1.45 p.m in the Principal's Chamber. You are requested to be present



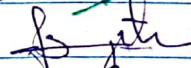
IQAC Co-Ordinator



Principal

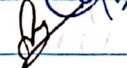
AGENDA

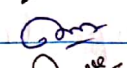
1. Discussion on ATR of 2019-20
 - 2) Formulation of APR of 2020-21
 - 3) Submission of documents for S.SR works
 - 4) AQAR Works
 - 4) Conduct A workshop on 'Approach to NAAC Accreditation'.
 5. Collection of feedback.
- Members to be present:

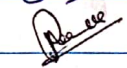
1. Dr. Dominic Thomas 


2. Sri Sajeesh T.J 

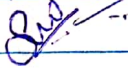
3. Sri Vinil Varghese 


4. Dr. Sreekumar N.M 

5. Smt. Jessy Jacob 

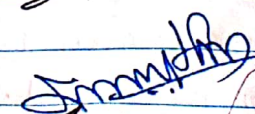
6. Dr. Beena Sebastian 

7. Sri Samson Rajan 

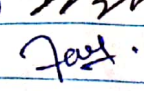
8. Smt. Seena P.P 

9. Smt. Shabeena Backer 

10. Smt. Silja

11. Prof. V.D Joseph 

12. Sri Joseph Mathew 

13. Sri Fais K.P 

14. Sri Vijith E.V
15. Sri Anusag
16. Sri Akash C.H
17. Adv. M.C. Bagavan
18. Sri. Narayanan T.V

Members present.

1. Sujesh. A. S
2. Dominic Thomas
3. Seena. P.P
4. Jussy Jacob
5. Samson Rajan
6. Vinit Varghese
7. Shabeena Baker
8. Fais. KP
9. Dr. Reena Sebastian
10. Vijith. E.V
11. Joseph Mathu
12. Prof. V.D. Joseph
13. Dr. Sreekumar. N.M
- 14.

Decisions

1) ATR of 2019-20

a) Various programmes were initiated by NCC, NSS and ASAP for plastic free campus.

b) Various departments conducted certificate course for

c) College alumni was officially registered.

d) conducted a training programme for teaching and non-teaching staff by nodal officer about UG & PG admission.

e) Analysis of the feedback collected from the students was done by the concern departments.

2) APR of 2020-21

a) Provide more attention to bridge course & induction programme as well as remedial teaching & peer teaching.

b) Decided to continue WNS, SSP & ASAP in online mode.

c) Conduct value education, gender equality programmes, career guidance programmes, academic seminar or webinar etc.

d) Decided to expand the operation of MIS in all areas of office administration.

e) Analysis of online teaching, internals, university results should be done by academic monitoring committee.

f) Decided to make arrangements for the display of course outcomes & programme outcomes.

g) Promote the usage of infolibnet, e resources among teachers and students.

h) Encourage the innovations & promote the club activities at dept. level.

i) Improve the activities of the college career guidance cell to provide proper guidance for competitive examinations & career counselling.

j) Promote online alumni meeting at college & dept. level, promote online PTA meeting.

k) Organise professional development programmes for teaching & non teaching.

l) Improve the college handbook & academic calendar.

m) Promote extension activities of the college.

n) Celebrate national and international commemorative days, events & festivals.

o) Implementation of Academic & Administrative Audit at the end of every academic year.

p) Extension coordinators should take the initiative to collect documents for the submission of SSR.

- 2) Decided to submit all the AQAR in online portal (2015-16, 16-17, 17-18, 18-19) before October 2020. (due date given by NAAC for HEIS.
- 3) Instructions are given for the upgradation of website.
- 4) Decided to conduct a workshop of on 'Approach to NAAC Work' on the first week of August.
- 5) Instructions were given to all departments to make a result evaluation and submit an analysis of the evaluation to the Principal.
- 6) All criterion coordinators are instructed to collect the documents & verify it for AQAR submission.

NOTICE

It has been decided to convene a meeting of IQAC Committee on August 10, 2020 at 2.p.m in the Principal's cabin. You are requested to be present.

~~Signature~~
IQAC Co-ordinator

~~Signature~~
Principal

~~Members to be Present~~

AGENDA

1. Discussion on progression of AQARs.
2. Discussion on progression of SSR works.
3. Discussion on the implementation of G-Suite.
4. Selection of a best student teacher award as part of teachers day.

Members to be Present

1. Dr. Dominic Thomas ~~Signature~~
2. Sri Viril Varghese ~~Signature~~
3. Sri Sajeesh T.J ~~Signature~~
4. Dr. Sreekumar N.M ~~Signature~~
5. Smt. Jessy Jacob ~~Signature~~
6. Dr. Beera Sabastian ~~Signature~~
7. Sri Samson Rajan ~~Signature~~
8. Smt. Seena P.P ~~Signature~~
9. Smt. Shabeena Bacher ~~Signature~~
10. Smt. Silja C
11. Prof. V.D Joseph ~~Signature~~
12. Sri Joseph Mathew ~~Signature~~
13. Sri Faiz. k.P ~~Signature~~
14. Sri Vijith E.V ~~Signature~~

- 15 Sri Anurag
 - 16 Sri Akarsh C.H
 - 17 Adv. MC Bagbavan
 - 18 Sri Narayanan T.V
- Members Present

1. Dominic Thomas B
 2. Vinil Vaeglu CG
 3. Jessy Jacob Comm.
 4. Joseph Mathew Shri
 5. Sajesh S.S Shri
 6. Seena P.P Shri
 7. Samson Rajin Shri
 8. Dr. Reena Sebastian Shri
 9. Shabena Bucka Shri
 10. Fais. KP Shri
 11. Vijith E.V Shri
- Decisions

1. It has been decided that the IQAC committee should make a weekly assessment on the progression of AAARS
2. It has been decided to create google classroom for the collection of data for SSR
3. Decided to create a g-suite account for all the teaching staff
4. Decided to select a best student teacher from each department as part of the Teachers day celebration
5. It has decided to give cash prize for the best student teacher from each department.
6. Instructed the departments to conduct various

programmes through online platform to reduce the mental stress of students due to the covid pandemic situation.

NOTICE

It has been decided to convene a meeting of IQAC Committee on November 26, 2020 at 2.30 pm in the Principal's cabin. You are requested to be present.

~~Jth~~
IQAC Co-Ordinator

~~Principal~~
Principal

Agenda

1. Discussion on the submission of PQAR
2. Progression of SSR works.
3. Discussion with Criterion Co-Ordinators
4. Other matters.

Members to be Present

1. Dr. Dominic Thomas ~~Jth~~
2. Sri Vinil Vaighese ~~CP~~
3. Sri Sajeeesh T.J ~~Jth~~
4. Dr. Steekumar N.M ~~Jth~~
5. Smt. Jessy Jacob ~~Comp~~
6. Dr. Beena Sebastian ~~Beena~~
7. Sri Samson Rajan ~~SR~~
8. Smt. Seena P.P ~~Seena~~
9. Smt. Shabeena Bacher ~~Shabeena~~
10. Smt. Silja R
11. Prof. V.D Joseph ~~V.D Joseph~~
12. Sri Joseph Mathew ~~Joseph Mathew~~
13. Sri Faiz K.P ~~Faiz~~
14. Sri Vijith E.V ~~Vijith~~
15. Sri Anurag

- 16 Sri Akatsh C.H
 - 17 Adv. M.C Baghavan
 18. Sri Narayanan T.V
- Members Present

1. Sajesh. G.S
2. Jessy Jacob
3. Dominic Thomas
4. Vimal Varghese
5. Shabeena Buckles
6. Samson Rayan
7. Prof. V.D Joseph
8. Dr. Sreekumar. N.M
9. Seena. P.P
10. Felix. R.P
11. Vijith. E.V
12. Joseph Mathew
13. Dr. Reena Sebastian.
- 14.
- 15.

Decisions


1. Made a review about the submitted AQAR (from 2015-16 to 2019-20)
2. Documents collected in the google classroom were verified by the IQAC Committee.
3. Discussed with the criterion co-ordinators about the collected documents of their concerned criterion.
4. Discussed about the usage of G-Suite account by the teacher for the online classes and various programmes conducted by the departments.
5. Decided to submit the SSR by the

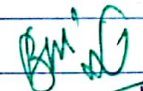
second week of March.

6. Decided to make a mock visit in all departments by the IQAC Committee (a team of 4 four including the Principal)

NOTICE

It has been decided to convene a meeting of IAAC Committee on March 4, 2021 at 12.30 p.m in the Principal's cabin. You are requested to be present.



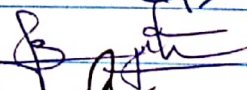


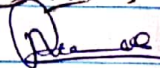



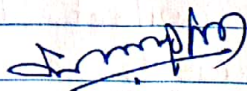
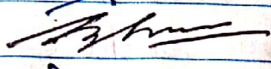
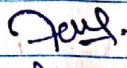


IAAC Co-Ordinator


Principal.

Agenda

1. Submission of S.S.R
2. Collection of feedback.
3. Assessment of the various programmes done by the departments.
4. ~~ARR~~ Class on Service matters for teaching and non-teaching staff

Members to be Present

1. Dr. Dominic Thomas 
2. Sri Vinil Vaighese 
3. Sri Sajeesh T.J 
4. Dr. Sreekumar N.M 
5. Smt. Jessy Jacob 
6. Dr. Reena Sebastian 
7. Sri Samson Rajan 
8. Smt. Seena. P.P 
9. Smt. Shabeena Backer 
10. Smt. Silja
11. Prof. V.D Joseph 
12. Sri Joseph Mathew 
13. Sri Faiz K.P 
14. Sri Vijith F.V 
15. Sri Anurag

16. Sri. Akarsh C.H
17. Adv. M.C Raghavan
18. Sri Narayan T.V

Members Present

1. Suresh. T.S ~~_____~~ ~~_____~~
2. ~~_____~~ ~~_____~~ ~~_____~~
3. Vinil Veople ~~_____~~
4. Seena. P.P ~~_____~~
5. Prof. V.D Joseph ~~_____~~
6. Samson Rajan ~~_____~~
7. Shabeena Bakes ~~_____~~
8. Dr. Sree Kumar. N.M ~~_____~~
9. Dr. Reena Sebastian, ~~_____~~
10. Jessy Jacob ~~_____~~
11. Fais. K.P ~~_____~~
12. Vijith. E.V ~~_____~~
13. Joseph Mathew ~~_____~~
14. Dr. Reena Sebastian, ~~_____~~
- 15.

Decisions

1. Decided to submit SSR of our college by third week of March.
2. Decided to make a presentation by the IQAC Coordinator before the Management Committee by ~~the~~ on March 10, 2021.
3. Decided to collect feedback from the final year students
4. Decided to conduct a service class for teaching and non-teaching staff in the last week of March. Staff Club executive members are given the charge to arrange a resource

~~2005~~ person for the class.

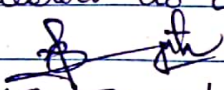
5. IQAC Committee is reconstituted for the year 2021-22.

with the following members.

1. Dr. Dominic Thomas
2. Sri Vinil Varghese
3. Sri. Sajesh T.J
4. Smt. Jessy Jacob
5. Dr. Peena Sebastian
6. Dr. Sreekumar N.M
7. Smt. Seena P.P
8. Smt. Saumya Maria Jacob
9. Smt. Purnima Prakasham
10. Sri. Samson Rajan
11. Smt. Shabeena Bacher
12. Dr. Dhanya A.C
13. Smt. Rasina M.P
14. Smt. Silja
15. Dr. Rejith P.P
16. Prof. V.D Joseph
17. Sri Joseph Mathew
18. Sri Faiz
19. Smt. Jessy Joseph
20. Sri Anurag
21. Dr. DK.V Philominia
22. Sri Narayan T.V

NOTICE

It has been decided to convene a meeting of IQAC Committee on 8th June, 2021 at 3.30 p.m. in the Principal's cabin. You are requested to be present.


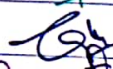


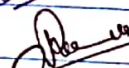



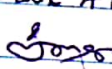


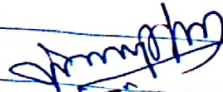

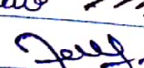

IQAC Co-ordinator


Principal

Agenda







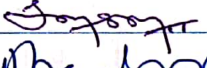
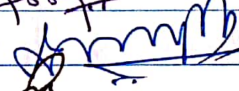


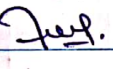
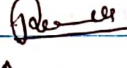
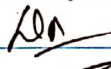
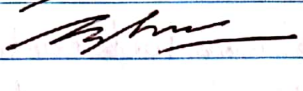
1. ATR of 2020-21
2. Action plan of 2021-22.
3. DVV verification

Members to be present

1. Dr. Dominic Thomas 
2. Sri Vinil Varghese 
3. Sri Jayesh T.J 
4. Smt. Jessy Jacob 
5. Dr. Peena Sebastian 
6. Dr. Sree Kumar N.M 
7. Smt. Seena P.P 
8. Smt. Saumya Maria Jacob.
9. Smt. Purnima Paakashan A.K 
10. Sri Samson Rajan 
11. Smt. Shabeena Bacher 
12. Dr. Dhanya A.C 
13. Smt. Rasina M.P
14. Smt. Silja
15. Dr. Rejith P.P
16. Prof. V.D Joseph 
17. Sri Joseph Mathew 
18. Sri Fais 

19. Smt. Jessy Joseph
20. Smt. Anurag
21. Dr. K.V. Philomina
22. Smt. Narayan. T.V

Members Present

1. Dominic Thomas 
2. Geesh. T.S. 
3. Vinil Varghese 
4. Seena. P.P. 
5. Jessy Jacob 
6. Sheena Backus 
7. Samson Rajan 
8. Prof. Dr. Joseph. 
9. Dr. Sreekumar. N.M. 
10. Punnya Prakashan A.K. 
11. Feis. I.P. 
12. Dr. Reena Sebastian 
13. Dr. Dhanya. A.C. 
14. Joseph Mathew 
- 15.
- 16.
- 17.
- 18.
- 19.

Decisions

1. ATR of 2020-21
 - a) Organised Boudge course and induction programme for first years students.
 - b) Remedial coaching and peer group teaching were continued & at department wise best student teacher award was provided.
 - c) Developed PPT banks, Question bank & video tutorials.

- d) conducted add on / certificate course.
- e) conducted gender equality programmes for the students.
- f) Organised Academic webinars & career guidance programmes for students.
- g) Organised Convergence international interdisciplinary webinar series.
- b) Extension activities of the college named 'NOSES' successfully met the requirements of the community.
 - i) Second cycle SSR has been submitted.
 - j) DVV clarifications have been submitted successfully.
 - k) AAA has been conducted.
 - l) Conducted energy audit, green audit & water audit.
 - m) Conducted a professional development ^{class} for non-teaching staff.
 - n) Action plan of IQAC 2021-22

- a) Decided to conduct continue Bridge course & induction programme for first year students.
- b) Promote remedial coaching & peer group teaching.
- c) Introduce at least one add on / certificate course by each departments.
- d) Conducted gender equality programmes for the students.
- e) Promote academic seminar or webinar & career guidance programmes for students.
- f) Decided to conduct convergence international interdisciplinary webinar series.
- g) Promote the usage of inflienet, e resources among teachers & students for effective teaching & learning.

- b) Encourage the innovations & promote the club activities at department level
- i) Promote the workshops/seminars on research methodology, Intellectual Property Rights (IPR) & entrepreneurship
- j) Encourage the teachers to apply for research, guideship & also motivate them to publish papers/books in journals/conferences
- k) Promote extension activities at college and department level.
- l) Encourage departments to establish MOU with other institutions.
- m) Decided to organise career guidance programmes
- n) Promote online alumni meeting at college & department level
- o) Decided to organise professional development programmes for teaching & non teaching
- p) Decided to apply NIRF for quality assessment.
- q) Organise awareness programmes on code of conduct.
- r) Strictly implement Academic & Administrative Audit at the end of every academic year IAC & principal Audit & verify the documents.
- s) Decided to organise webinar on the topic 'How to get ready for NAAC peer team visit'.
- 3) Decided to collect documents that are required for DVV verifications/clarifications.