

**IQAC Meeting for the year 2019-20**

Meeting	No 3
Date	05/03/2020
Venue	Principal's Chamber
Time	3.30 pm

**Members**

1	Dr Biju Thomas	Principal
2	Dr Shaju M J	Co-ordinator
3	Dr Jyothimol P	Teacher Representative
4	Dr Suma Bino Thomas	Teacher Representative
5	Dr Annie Cherian	Teacher Representative
6	Dr Sindu Jones	Teacher Representative
7	Sri Manoj Narayanan K S	Teacher Representative
8	Dr Joy Markose	Bursar & Finance Officer
9	Sri BijiKunchacko	Superintendent
10	Sri Alexander Oommen	Management Representative
11	Prof Jacob Kurian Onattu	External Expert- Academician
12	Sri Baby Kuriakose	Parent Representative
13	AdvVinod Kumar	Alumni Representative
14	Mr Abraham Kurian	Industry Representative
15	Ms LiyaZacharia	Student Representative
16	Mr Akhil Kumar A	Student Representative

## **Meeting Routines**

- Started with a silent prayer
- Words of Welcome by IQAC co-ordinator
- Presidential Address by Principal
  - Stressed on the role of IQAC on the quality improvement
  - Informed the members about the observations of the Academic Audit Peer team
  - The success of the various teams and individual performers in the M G University Youth festival and the college got 18 points and a lot of 'A' grades.

## **Meeting Discussions and Action Taken**

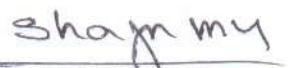
1. Approval of the plan of action and academic calendar which was revised in accordance with the University Schedules
2. Collect feedback from the students of final year UG and PG students on curriculum and also student survey on the performance of the institution, library and facilities.
3. It was also decided to collect feedback of teachers on the curriculum, especially as the first batch of UG students after syllabus revision is passing out.
4. The HoDs shall collect and consolidate the mentoring reports from the teachers and forward the summarised comments to the Principal for action, if required, in any areas.
5. Explore the possibility of installing a bio gas plant and efficient waste disposal mechanisms- expert opinion may be sought in this regard.
6. Conduct of Laurels' Day and Prathibhasangamam to honour the students who brought glory to the college in the fields of academics, arts, sports etc. and also distribute scholarships and endowments to the various eligible students.
7. Establishment of a computer lab cum smart class room in the newly constructed Students Amenities Centre and seeking financial assistance from

the MLA Fund of Sri Thiruvanchoor Radhakrishna MLA who is also an alumnus of the college.

8. Departments shall prepare tentative plan of action in the next meeting scheduled in the month of May and an academic calendar incorporating all these can be prepared accordingly.
- The NAAC Steering Committee convener appraised the members of the latest developments in connection with the accreditation process.
- Formal Vote of Thanks by Dr P Jyothimol.



  
Principal  
Baselius College  
Kottayam

  
IQAC Co-ordinator

Dr. M.J. Shaju

**IQAC Co-ordinator**  
**Baselius College, Kottayam**