

IQAC Meeting for the year 2019-20

Meeting	No 2
Date	19/12/2019
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 Annie Cherian	Teacher Representative
5	Dr Sindu Jones	Teacher Representative
6	Sri Manoj Narayanan K S	Teacher Representative
7	Dr Joy Markose	Bursar & Finance Officer
8	Sri BijiKunchacko	Superintendent
9	Sri Alexander Oommen	Management Representative
10	Sri Baby Kuriakose	Parent Representative
11	Adv Vinod Kumar	Alumni Representative
12	Ms Liya Zacharia	Student Representative
13	Mr Akhil Kumar A	Student Representative

Meeting Routines

- Started with a silent prayer
- Words of Welcome by IQAC co-ordinator
- Presidential Address by Principal
 - Shared the details of various activities and programmes conducted after the first meeting
 - Appraised the members regarding the upcoming NAAC visit.

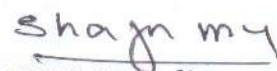
Meeting Discussions and Action Taken

1. Decided to speed up the setting up of an Institutional LMS, based on Moodle platform.
2. Classes and orientation to be given to the students on the ill effects of use of drugs. Some members pointed out that there are many media reports which highlight that many college students are massively using drugs. So, sensitisation programmes have to be conducted.
3. Providing leaflets to the students regarding the process of NAAC accreditation, its importance and the role of students.
4. Teachers shall be motivated to provide more e-resources to the students and the links of various you tube lectures shall be uploaded in the website and shared in the student WhatsApp groups.
5. More ICT enabled class rooms have to be established. Alumni support shall be sought for the same.
6. Based on the suggestions from the student representatives, it was decided to explore the possibilities of conducting placement drives.
7. Conduct of academic audit in the first week of January and for that an external team shall be constituted. The team shall visit all departments, amenity centres, infrastructural facilities, administrative office, labs, library etc and also watch the presentations, verify the documents in support of the claims and interact with the staff members as a part of the audit exercise.
8. Necessary financial support may be provided to the teams representing the college in University Youth Festival for training, costumes etc.

- The NAAC steering Committee convener Sri Manoj Narayanan K S presented the status of accreditation preparations.
- The members were also appraised of the various infrastructural developmental schemes undergoing on the campus under the aegis of RUSA. The successful conduct of Annual Conference for teachers of MOC colleges and also the well-arranged Centralised Valuation Camp of M G University at Baselius College.
- Formal Vote of Thanks by Dr Sindu Jones.




Principal
Baselius College
Kottayam


IQAC Co-ordinator

Dr. M.J. Shaju

IQAC Co -ordinator
Baselius College, Kottayam