

IQAC Meeting for the year 2020-21

Meeting	No 2
Date	28/12/2020
Venue	Online Mode- Google Meet
Time	8.00 PM

Members

1	Dr Biju Thomas	Principal
2	Dr Manoj Narayanan K S	Co-ordinator
3	Dr Jyothimol P	Teacher Representative
4	Dr Shaju M J	Teacher Representative
5	Dr Suma Bino Thomas	Teacher Representative
6	Dr Annie Cherian	Teacher Representative
7	Dr Sindu Jones	Teacher Representative
8	Dr Joy Markose	Bursar & Finance Officer
9	Prof Jacob Kurian Onattu	Academician
10	Dr Cherian Thomas	Management Representative
11	Sri Jacob Kuruvilla	Parent Representative
12	Adv Vinod Kumar	Alumni Representative
13	Ms Anagha Anil	Student Representative
14	Mr Amal John Jacob	Student Representative

Meeting Routines

- Started with a silent prayer
- Words of Welcome by IQAC co-ordinator
- Presidential Address by Principal
 - Dr Manoj Narayanan K S presented the summary of activities undertaken till November. The follow up action on the implementation of decisions taken in the previous meeting was also discussed.

Meeting Discussions and Action Taken

1. Approval of the revised plan of action and revised academic calendar was given and it was decided to conduct orientations, FDPs, Student Support Programmes etc. in online mode till normalcy is restored.
 2. It was decided to conduct Academic Audit for 2019-20 in March or April, depending on the restrictions that might be available. Dr Jojo K Joseph, Principal, Devamatha College, Kuravilangadu, who is also a NAAC peer team member shall be invited to head the Academic and Administrative Audit team.
 3. An Orientation for the teachers shall be arranged in connection with the revised NAAC accreditation process.
 4. It was decided to participate in the NIRF and ARIIA ranking process.
 5. All mentors shall be directed to contact their mentees and prepare a report based on the well-being of the students.
 6. Students shall be given the directions to register in the National Academic Depository (NAD) and also shall be encouraged to submit the online Anti-ragging form and make this a routine practice.
 7. It was decided to continue the Best practices in online mode, wherever possible, without bringing a disruption to the activities.
 8. Decided to conduct training sessions in emerging areas like Business Data Analytics, Software application in Research, Careers and Higher Education avenues etc.
- The IQAC Convener presented the rolling plan for the next three months. The details of various academic and co/extra-curricular activities, achievements etc. were presented.
 - Formal Vote of Thanks by Dr Jyothimol P.

Dr Manoj Narayanan K S- IQAC Coordinator

IQAC Co-ordinator
Baselius College, Kottayam

Dr Biju Thomas- Principal

Principal
Baselius College
Kottayam

