

St Thomas College Ranni, IQAC Minutes 2023-24

Minutes of IQAC meeting held on 6/6/2023

The first meeting of IQAC for the academic year 2023-24 was held at 3 pm at IQAC room, it was presided over by the honorable principal of the college, Dr Sneha Elcy Jacob.

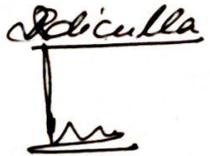
Agenda

1. SSR Submission
2. AQAR preparation
3. Conduct of induction Programme for first year students
4. Conduct of Academic Audit
5. Evaluate Feedback Collection
6. Organize Webinars and Seminars
7. Certificate courses to be introduced
8. Conduct various audits other than AA
9. Community Extension Programmes
10. Any other relevant matter

Discussions and Decisions taken

1. The progress of preparation ^{of} SSR was briefed by IQAC coordinator, it was decided to submit SSR by July 2023
2. It was decided to prepare AQAR 2022-23 side by side with SSR
3. Resolved to organize induction programs for first year students
4. Decided to conduct Academic Audit
5. The progress of Feedback collection was taken stock of
6. It was resolved to organize Webinars and seminars on relevant topics
7. Decided to introduce some new certificate courses.
8. Decided to conduct next round of Audits other than Academic Audit.
9. It was decided to initiate new Community Extension activities under the leadership of NSS, NCC and various departments and sustain the existing ones
10. Principal of the college informed the meeting that IQAC was reconstituted.

The following members participated

- 1) Dr Rigy Idiculla (IQAC Coordinator) 
- 2) Dr. Veena S. (Dept of Malayalam) 
- 3) Dr. Sneha Elcy Jacob (Dept. of English) 
- 4) Dr. Anu Jacob (Dept of Chemistry) 
- 5) Dr. Suresh Poojari M. (Dept of Botany) 
- 6) Anu Joseph (Dept. of Physics) 

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| 7. | Dr. Deepa Rosalin Joseph (Dept of History) | Deepa |
| 8. | Ranjith Pothachem (Dept of Commerce) | Ranjith |
| 9. | Dr. Benny George | Benny |
| 10. | Akshara. N.K (Student Representative) | Akshara |
| 11. | Migina Samuel (Student Representative) | Migina |

Action taken Report of meeting held on 6/6/2023

1. SSR was successfully submitted in July 2023 and institution was graded B++
2. AQAR 2022-23 was successfully submitted
3. Induction Program for first year students was conducted
4. Academic Audit was conducted
5. Feedback was collected and evaluated
6. A number of Webinars and Seminars were conducted
7. New Certificate courses were introduced by almost all Departments
8. Audits other than Academic Audit were conducted
9. Community Extension Programmes were conducted especially by NSS

Minutes of IOAC meeting held on 13/7/2023

The second meeting of the academic year was held on 13/7/2023 at IOAC room at 1.30 pm.

Agenda

Feedback Analysis

Organisation of National Seminars
Preparation for NAAC visit

Discussions & Decision taken

The feedback collected was analysed & changes to be incorporated was conveyed to the departments, management & University. It was decided to conduct National Seminar in association with Institute of Parliamentary Affairs. It was also decided to begin preparation for NAAC visit.

The following members participated

Dr. Rigny Idiculla (IOAC coordinator) 
 Dr. Veena's
 Ms. Shaulhi Manan David
 Elina Sajjan
 Ansa Jacob
 Dr. Snehasini Kanak
 Libby Kusanakose 

Akshaya. N. K



Action taken report of the meeting held on
13/1/2023

Based on the feedback received from various stakeholders regarding the changes to be brought in the ambience of the college, the management was informed & the same was addressed by them.

A national Seminar was organised in association with Institute of Parliamentary Affairs.

NAAC visit was successfully completed.

Minutes of IOAC meeting held on 12/12/2023

The third meeting of the academic year was held on 12/12/2023 at IOAC room at 2 pm.

Agenda

Preparation for NAAC visit

Review the activities of various Clubs & Committees

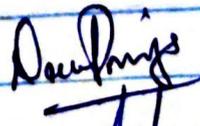
Preparation for FYUGP

Discussions & Decision Taken

The dates to be proposed for NAAC was discussed. The activities of all clubs & committees were discussed. All teachers were directed to attend FYUGP Training programmes.

The following members participated

Dr. Rigny Idiculla (IOAC Coordinator) Adic

Dr. Devi Praya M. 
Anju Joseph 
Dr. Deepa Roselin 
Tikku James 

Leena Mary Mathai
DeBunny George
kitty Kurakase
Arshara. N. K

Suphills
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Arshara.

Action Taken Report of the meeting held on
12/12/2023

NAAC visit was completed Successfully

Activities of all Clubs & Committees were renewed

All Teachers attended various FYUGP Training classes or programmes

Minutes of IQAC meeting held on 29/3/2024

The last IQAC meeting of academic year 2023-24 was held on 29/3/2024 at 1.30pm, it was presided over by Honourable Principal-in-charge, Dr Socha Eley Jacob.

Agenda

- 1) Evaluation of all activities conducted by all departments
- 2) Evaluation of Conduct of Internal Exams & University Exams
- 3) Initiation of feedback collection
- 4) Action to be taken on Academic Audit Report
- 5) IQAC Reconstitution

Discussions & Decision taken

The Heads of all departments provided a short account of the activities conducted by each department. The conduct of university level examinations & internal examinations were evaluated. Collection of feedback from all stakeholders were initiated. The Academic Audit of the college conducted on 21st & 22nd of March 2024 was analysed & principal & heads of all departments were briefed on the charges they were to incorporate. It was decided to entrust the Manager

of the college to reconstitute IOAC.

The following members participated

- 1) Dr Rigy Idiculla (IOAC coordinator) Idiculla
2. Dr. Deepa Roselin Joseph Deepa
- 3 Sangu Saji (Student Representative) Sangu Saji
4. Dr. Remy Abraham (Commerce Dept) Abraham
5. Keena Mary Mathai (Tourism Dept) Keena
- 6 Dr. Benny George (Dept of Economics) Benny
- 7 Dr. Anukshmi-S (Computer Science Dept) Anukshmi
- 8 Anil Anil (Student Representative) Anil
9. Aneceta Chinnu Joseph (Dept of English) Aneceta
10. R. Aruna Devi (Dept of zoology) R. Aruna
11. Dr. Devi Panya M. (Dept of Botany) Devi Panya
12. Anju Joseph (Dept of Physics) Anju
- 13 Dr Ansu Jacob (Dept of Chemistry) Ansu