



MAR AUGUSTHINOSE COLLEGE RAMAPURAM

(Affiliated to Mahatma Gandhi University, Kottayam)

Ramapuram Bazar P. O., Kottayam Dist., Kerala, PIN.686576

U.G.C. Recognized 2(f) & ISO 9001:2015 Certified

www.maraugusthinosecollege.org e-mail: principal@mac.edu.in

Internal Quality Assurance Cell

MINUTES OF IQAC MEETING HELD ON 12.06.2021

Date: 12.06.2021

Time: 10:00 AM

Venue: Conference Hall

Agenda:

- Update on action taken from previous meeting.
- Discussion on conducting National Seminar
- Orientation program for freshers
- Discussion on making classrooms ICT enabled
- Review and approval of the Add-on and Value-added courses
- Planning and implementation of a gym facility for students.
- Discussion and planning of faculty development programs.
- Participation in NIRF
- Organizing training sessions for final year students to enhance their employability.
- Any other issues or concerns that need to be addressed

Members Attended:

Dr. Joy Jacob (Principal, IQAC Chairman)
Fr. Joseph Alencheril (Vice Principal, Vice Chairman)
Dr. Fed Mathew (Dept of Eng., Co-ordinator)
Mr. Shaji Augustine (Senior Administrative Officer)
Mr. Jose Joseph (HOD, Dept of Commerce)
Mr. Jobin P. Mathew (HOD, Dept of English)
Ms. Linsy Antony (HOD, Dept of Management)
Mr. Prakash Joseph (HOD, Dept of Computer Science)
Mr. Abhilash V (HOD, Dept of Electronics)
Dr. Sajesh Kumar N K (HOD, Dept of Biotechnology)
Mr. Siju Thomas (HOD, Dept of Social Work)
Ms. Suvarna Mathew (HOD, Dept of Mathematics)
Dr. Baby Joseph (Management Rep., Trust Member)
Mr. Sanju Nedumkunnel (Alumni President)
Mr. Sony J. Antony (MD, Viswas group, Industrialist)



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Report:

The IQAC meeting was held on 12th June 2021 at 10:00 AM in the Conference Hall. The meeting was chaired by Dr. Joy Jacob, the Principal. The IQAC coordinator presented the progress report on the implementation of the action plan decided in the previous meeting. The action points that were assigned during the last meeting were reviewed and it was reported that most of the tasks have been completed. The proposal to conduct a National Seminar was discussed in detail. The members agreed that it would be a great opportunity for the college to host such an event. The members discussed the theme, budget, and invited speakers for the seminar. The members discussed the need for an orientation program for the freshers. The program would provide new students with an overview of the college and its policies, as well as introduce them to the faculty and staff. The members discussed the need to make classrooms more technology-friendly. The members suggested upgrading the infrastructure and providing necessary equipment for the classrooms to make them ICT-enabled.

The members reviewed and approved the proposed Add-on and Value-added courses. The members suggested adding a few more courses to the list and requested the concerned department to prepare a detailed syllabus for the same. Discussed the proposal to establish a gym facility for the students. The members agreed that it would be a great initiative for promoting a healthy lifestyle among the students. The members suggested organizing training programs, workshops, and seminars for the faculty members. Discussed the need to organize training sessions for final year students to enhance their employability. The members suggested inviting industry experts to conduct the training sessions.

Resolution:

Based on the topics discussed in the meeting, the following decisions were made:

- It was decided to conduct a National Seminar on the topic of "Teaching, Learning and Evaluation" in the upcoming semester, and a committee was formed to plan and execute the seminar.
- An orientation program for the freshers will be conducted during the first week of the semester to familiarize them with the college and the curriculum.
- The administration will take steps to make classrooms ICT enabled, including providing necessary equipment and training for faculty and students.
- The proposed Add-on and Value-added courses were reviewed and approved.
- The administration will plan and implement a gym facility for students to promote physical fitness.



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- Faculty development programs will be organized periodically to enhance teaching skills and knowledge.
- The college will participate in the NIRF ranking exercise and a committee will be formed to coordinate the process.
- Training sessions will be organized for final year students to improve their employability skills.

These decisions were taken with the consensus of all members present in the meeting.




Principal
Mar Augusthinose College
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