



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 22.06.2020

Date: 22.06.2020

Time: 10:00 AM

Venue: Google Meet

Agenda:

- Discuss the challenges and achievements of the previous academic year
- Review and update of academic policies and procedures
- Schedule and planning of orientation for new students
- Discussion on the importance of ICT tools in the current academic scenario
- Planning and scheduling of training sessions for faculties
- Review and approval of the Add-on/Value-added/Certificate courses
- Planning and scheduling of academic activities and assessments
- Discussion on the strategies to ensure continuity of academics during the pandemic period
- Planning to take part in the ranking process of the NIRF.
- Obtaining ISO certification.
- 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)
Mr. Binu George (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 meeting was chaired by Dr. Joy Jacob, the Principal, who welcomed all attendees to the meeting. The meeting commenced with a discussion on the challenges and achievements of the previous academic year, where the attendees shared their experiences and provided feedback on how the institution could improve academic performance. The attendees then reviewed and updated the institution's academic policies and procedures. Several recommendations were made, and it was agreed that the updated policies and procedures would be implemented in the new academic year. The attendees also discussed the schedule and planning of orientation for new students. It was agreed that the orientation would be conducted virtually to cater to the needs of all students.

The importance of ICT tools in the current academic scenario was also discussed by the attendees, who highlighted the need to incorporate ICT tools in teaching and learning to enhance academic performance. The attendees also agreed that training sessions would be conducted regularly to keep the faculties updated with the latest teaching methodologies and academic practices. The importance of obtaining ISO certification and the benefits it could bring to the institution was discussed. It was agreed that the necessary steps would be taken to obtain ISO certification. Dr. Fed Mathew, the IQAC coordinator, concluded the meeting by expressing gratitude to everyone present.

Resolution:

After a thorough discussion the attendees have agreed to implement the following resolutions:

- To implement the updated academic policies and procedures in the new academic year.
- To conduct the orientation for new students virtually to cater to the needs of all students.
- To incorporate ICT tools in teaching and learning to enhance academic performance.
- To conduct regular training sessions for faculties to keep them updated with the latest teaching methodologies and academic practices.
- It was decided that the institution would work towards obtaining the certification to demonstrate its commitment to quality education.
- To participate in the NIRF ranking process.



Principal

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Ramapuram Bazar - 686 576