

IQAC co-ordinators meeting in connection with

16/07/20

10:30 AM

Agenda: ① Data collection for the submission of APAR 2020-21

② Initiatives for the improvement of academic qualifications of teachers.

3. Concluding webinars

4. Necessary steps/initiatives to be taken for

③ registering Alumni legally.

5. Deliberations of research guidelines.

6.

Members Participated:

1. Dr. Shanthi George

2. Mr. John Mathai

3. Misha. T. Elias

4. Dr. Pramod

5. Mrs. Rennie Mathews

6. Mrs. Jisha Shaji

Decisions taken:

⇒ Decided to collect required data for the submission of APAR 2019-20. Priority being the feedback, academic progression details & result analysis of 2017-20 batch students of all the departments.

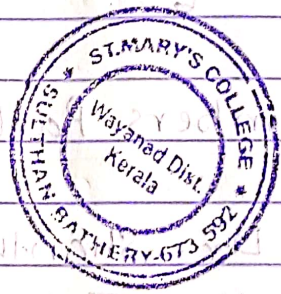
⇒ Faculties who haven't registered for PhD yet has to be done as early as possible

⇒ Those who got PhD must apply for major/minor projects

⇒ Faculties qualified for applying Swadeship should apply in this academic year itself

- ⇒ Webinar should be conducted by all the department by the month of August.
- ⇒ Initialives for registrations of alumni must be taken and for this a meeting of Alumni member to be held on 17/07/20.
- ⇒ Research guidelines were presented and proper modifications were made and forwarder for further lawful approval.

Santhi George
Dr. SANTI GEORGE
 Principal
 St. Mary's College
 Sulthan Bathery



IQAC co-ordinators meeting in connection with

14/08/20

10:30 am

Agenda:

- 1) Analysis of previous minutes
2. Requirements for the submission of AQAR 2019-20

Members participated:

1. Dr. Shanthi George
2. Mr. John Mathai
3. Mrs. Misha T. Elias
4. Dr. Misha P. Mathai
5. Mr. Laiju George
6. Mrs. Jisha Shaji

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Decisions taken

Eventhough under special circumstances of covid 19 we were not able to have a personal meet up with all the teachers

⇒ Most teachers agreed to register for PhD, apply for minor/major projects, and apply for Guideship

⇒ Webinar series was conducted by all the department successfully

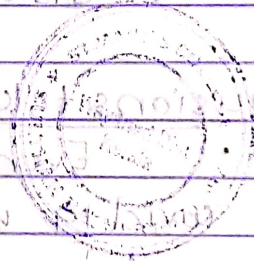
⇒ Alumni meeting was held on 17/07/20 to discuss matters regarding Alumni registration

⇒ Regarding data collection of AQAR 2020-21 IQAC has decided to prepare google forms regarding feedback form.

⇒ Required data under each criteria will be forwarded to respective HOD's of each department.

- ⇒ Programme plan for the academic year 2020-22 and 2022-27 will be demanded from various departments and clubs.
- ⇒ Policies and aims and objectives of various Clubs should be prepared.
- ⇒ Individual faculty logins for data entry of teachers, at both personal and academic details.
- ⇒ Preparations of brochures regarding human values for student on each academic year and of professional ethics for teachers.
- ⇒ Alternative energy resources like solar cells to be implemented.
- ⇒ Add on courses to be initiated by all the departments.

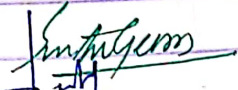


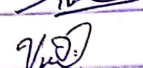

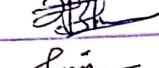
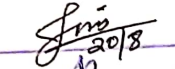
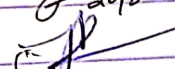
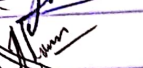


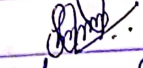



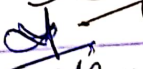
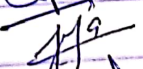


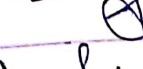
Santhi George
 Dr. SANTHI GEORGE
 Principal
 St. Mary's College
 Sulthan Bathery



IQAC meeting in connection with 25
20/08/20, 11am

- Agenda :- Data collection regarding AQAR 2019-20
1. A meeting of department IQAC coordinators
 2. Club activities report
 3. Creation of feedback forms.

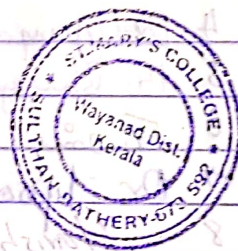
Members participated.

- | | |
|--------------------------|---|
| 1. Dr. Shanthi George |  |
| 2. Mr. John Mathai |  |
| 3. Elizabeth Vaegbuse-M |  |
| 4. Dr. Vijayakumar AR |  |
| 5. Dr. Bhagyaraj. C |  |
| 6. Fr. Jims N.B |  |
| 7. Dr. Jipson V Paul |  |
| 8. Harish. K.V |  |
| 9. SINTO. T.J |  |
| 10. Shaji Thomas |  |
| 11. Arjun. K. |  |
| 12. Kingiya. S |  |
| 13. Dr. Raji. R |  |
| 14. JIJA THOMAS |  |
| 15. Devika. T.M |  |
| 16. Dr. Gisha. P. Mathai |  |
| 17. Misha. T. Elay |  |
| 18. Dr. Gisha P. Mathai |  |
| 19. Mrs. Renwie Mathew |  |
| 20. Mr. Laju George. |  |

Decision taken

- All feedback forms were sent to all the department and they should submit the filled form / response as early as possible.
- Resolved to submit faculty details and departmental / club activities of the year 2019-20 & 2020-21 in the same portal.

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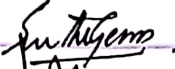
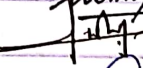
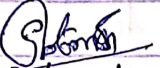
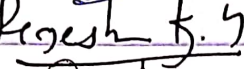
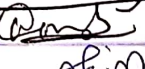
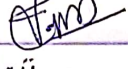

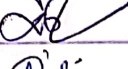


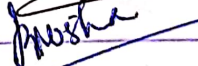
IQAC meeting in connection with Workshop²⁷

26/08/20 10:30am

Agenda: Distribution of criteria of AQAR-2020

2, 3, 4, 5, 6

Members Participated.

- 1 DR. SANTI GEORGE 
- 2 John Mathai 
- 3 Fibiis Vaughese 
- 4 RANESH K. G. 
- 5 Dr. Ganesh R 
- 6: Dr. Geshe. P. Mathai 
- 7 Lajin George 
- 8 Dileepkumbhar. K. K. 
9. Anita Elizabeth Mathew 
10. Renu Mathews 
11. Misha. T. Elias 

⇒ Decided to conduct a workshop for teaching staff regarding the data collection 2020-21

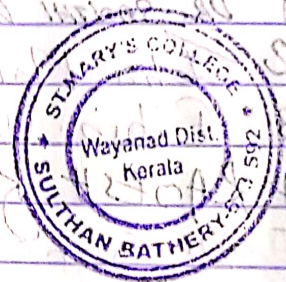
⇒ & future programmes to be conducted under each criteria

→ Meeting decided to distribute each criterion to respective groups. The teaching faculty was divided into different groups based on the criteria.

The collection of data for each criterion will be the responsibility of the respective groups.

- Co-ordinators of each criteria was asked to submit the report of the meeting.

Santhi George
 DR. SANTI GEORGE
 Principal
 St. Mary's College
 Sulthan Bathery



IQAC meeting in connection with AQAR ²⁹
Submission ~~2020-2~~ 2019-20 & Programmes 2020-21
11-09-20.

Agenda

- ① Conclusion of webinars initiated by IQAC during the academic year 2020-21
- (2) Response of feedback from students (2019-20) forwarded for analysis.
- ③

Members Participated

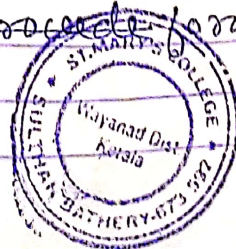
1. Dr. Santhi George. *Santhi George*
2. Misha. T. Elias *Misha*
3. Dr. Crisha P. Mathai *Crisha*
4. ~~Ranjana John~~
5. Ganesh R *Ganesh*
6. Dileepkumar *Dileep*
7. Renie Mathews *Renie*
8. Anita Elizabeth Mathew *Anita*
9. Laiga George. *Laiga*

⇒ Decided to conduct webinars initiated by IQAC on the following topics

- ① Intellectual Property Rights (#R IPR)
- ② National Education Policy (NEP)
- ③ Gender Equity
- ④ Research Methodology - Project Proposal.

⇒ Response of the feedback collected from various department and ~~proceeds~~ forwarded for analysis *Santhi George*

Dr. SANTHI GEORGE
Principal
St. Mary's College
Sultan Batherly



IQAC Meeting in connection with AQAR
Submission and ARIIA Ranking

31

15-09-20

Agenda

⇒ Implementation of fully automated software for all activities
⇒ Discussion regarding registering in
ARIIA (Atal Ranking of Institutions on Innovation & achievements)

⇒ A Collection of email id of students
⇒ Awareness programmes for whole college students as part of IQAC initiative.

Members Participated

⇒ Appointment of Councillor 2020-21

1. Dr. Santhi George *Santhi George*
2. Misha. T. Elias *Misha*
3. Renie Mathew *Renie*
4. Dr. Ganesh R. *Ganesh*
5. Laju George *Laju*

→ Decided to implement fully automated software for all activities related to department and staff

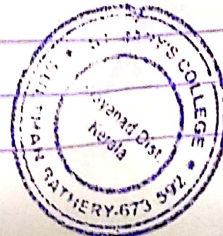
→ decided to register in ARIIA

→ decided to collect email ids of all students of college and to initiate awareness programmes as part of IQAC initiative.

⇒ Decided to appoint councillor for academic year 2020-21.

Santhi George

Dr. SANTHI GEORGE
Principal
St. Mary's College
Sulthan Bathery



IPAC meeting in connection with AQAR
Submissions and Webinar. 33

25-09-20.

Agenda

⇒ Collection of data regarding
AQAR filling

⇒ Inauguration of IP cell and
conclusion of webinar on IPR.

⇒ Members participated.

1. Dr. Santhi George
2. Misha.T. Elia
3. Dr. Nisha Mathai
4. Renie Mathews
5. Dr. Anesh. R
6. Laju George
7. Dr. Geetha George

Santhi George

Misha

Nisha

Renie

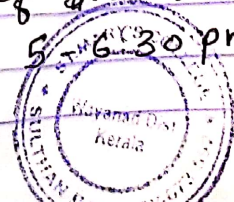
Anesh

⇒ Students feedback collected and
feedback analysis has been conducted
& report submitted.

⇒ Decided to inaugurate IP cell and
a national webinar related to IPR has
been decided to be conducted on 29/09/2020
Resource person for the topic also was
selected and arrangements were made
for the smooth conduct of a webinar
online. Proposed time is 5-6:30 pm.

Santhi George
Dr. SANTHI GEORGE
Principal
St. Mary's College

29th Sept, 2020



30/09/20.

IQAC meeting in connection with organising webinars

Agenda:

⇒ Organising webinar on 'Research methodology, Gender equality & physical fitness

⇒ Planning to conduct orientation programmes for students 2020-21 admission

⇒

Members Participated

1. Dr. Santhi George
2. Mrs. Misha.T. Elias
3. Dr. Misha Mathai
4. Mrs. Renie Mathew
5. Dr. Ganesh.R
6. Mr. Raju George

Santhi

Misha

Misha

Renie

Ganesh

Raju

Decided to ~~was~~ organise webinar on research methodology on 06/10/20 at 10.30 am

Another webinar on the topic Gender equality has been planned to conduct on 07/10/20 at 2pm under Gender cell for students

Third webinar has been planned by Dept. of Physical education in association with IQAC on 8th Oct, 2020 10:30 am, on the topic physical fitness in covid scenario.

Webinar

Webinar on IPR on the topic "Fostering Creativity through Promotion and Management of Intellectual Property Rights in higher educational Institutions" was completed successfully as per scheduled time. Webinar report has been uploaded on the portal.

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Dr. SANTHI GEORGE
Principal
St. Mary's College
Sulthan Bathery



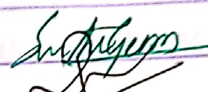
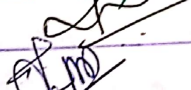

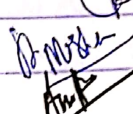

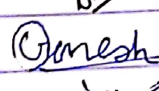

09/10/20.

IQAC meeting in connection with organising webinar and Alumni registration process.

Agenda:

- ⇒ Organising webinar on NEP in collaboration with St. Xavier's College, Kolhavara
- ⇒ Webinar on 'Kanyasulk' organised with Dept. of Hindi in collaboration with IQAC.
- ⇒ Alumni registration process
- ⇒ Code of conduct and ethics booklet for various stakeholders.

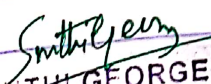
Members participated

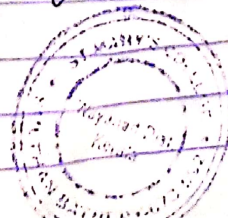
1. Dr. Santhi George 
2. Mrs. Renie Mathews 
3. Dr. Nisha Mathai 
4. Mrs. Misha-T. Elias 
5. Mrs. Anita 
6. Dr. Hamesh R. 
7. Mr. Lajin George 

* Decided to conduct webinar on National Education Policy

* Decided to conduct webinar by dept. of Hindi.

* Decided to prepare code of conduct for various Stakeholders & release booklet of the same.


Dr. SANTHI GEORGE
Principal
St. Mary's College
Kolhavara



IQAC Meeting held on 16/10/20.
 IQAC meeting in connection with various programmes to be conducted during academic year 2020-21.

Agenda

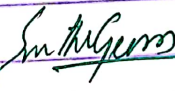
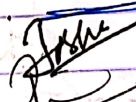
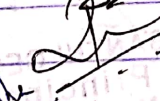
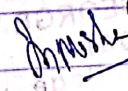
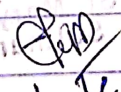
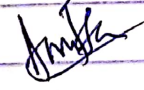
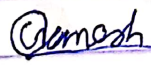
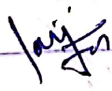
⇒ Introducing skill development and entrepreneurship programmes for students.

⇒ Setting up of MOU with municipality by adopting few socially backward colonies for the overall upliftment of selected wards as part of outreach programmes.

⇒ Observance of important days

⇒ Preparing policies and procedures for maintaining and utilising physical academic and support facilities - (laboratory, library, sports complex, computers etc)

Members participated

1. Dr. Santhi George
2. Mr. John Mathai Nooranal 
3. Mrs. Jisha Shaji 
4. Mrs. Renie Mathews 
5. Mrs. Misha T. Elias 
6. Dr. Nisha P. Mathai 
7. Mrs. Anita 
8. Dr. Ganesh R 
9. Mr. Lajju George 

⇒ Discussed.

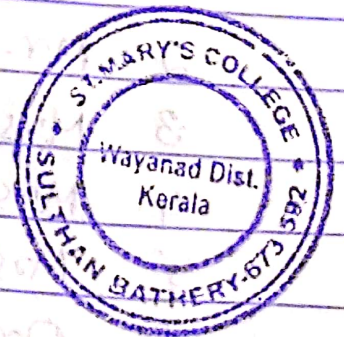
* Decided to conduct skill development programmes for students
* It was decided to set up an MoU with municipality of Sulthan Bathery. A request should be put forward with regard to adoption of a few backward colonies.

* Programmes regarding health, hygiene and education will be conducted in these colonies in collaboration with various clubs of the college.

* Club coordinators will be intimated regarding the observance of important days in order to conduct programmes.

* Policies and procedures should be formed for all academic and support facilities.

Santhi George
Dr. SANTHI GEORGE
Principal
St. Mary's College
Sulthan Bathery



IQAC

18/12/20

IQAC meeting held on 18-12-20 at 12 Pm.

Agenda:

1. Evaluation of AQAR 2018-19
2. Data collecting of AQAR Next year
3. 2019-20 AQAR on Submissions on progress

Members participated

1. Misha T. Elias
2. Renie Mathews
3. Dr. Gissha P. Mathew
4. Ms. Lajin George
5. Dr. Ganesh.

Misha
Renie
Dr. Gissha
Lajin
Dr. Ganesh

Decisions taken:

- AQAR was discuss on necessary changes and correctness was assessed.
- Photographs of necessary areas need to be collected
- Completion of 2019-20 AQAR discussed. Submitte.

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Principal
St. Mary's College
Sulthan Bathery




IQAC meeting held on 12/01/21 12/01/21

Agenda:

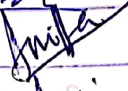
- ① IQAC meeting in connection with resubmission of AQAR 2018-19 academic year. ①
- ② Registrations of Alumni
- ③ Completion of AQAR-2019-20 ②


Members Participated:

Mrs. Misha T. Elias. 

Dr. Misha P. Mathai 

Dr. Ganesh 


Mrs. Anitta 

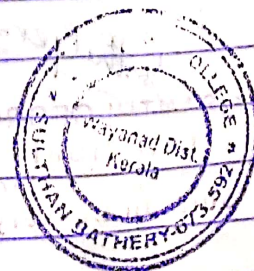
Mr. Laju George. 

⇒ Queries regarding resubmission of AQAR 2018-19 were discussed and resolved.

⇒ Registrations of Alumni, St. Mary's College is on progress.

⇒ Data collection regarding AQAR 2019-20 has been discussed and resolved to add more members to IQAC team.


 Dr. SANTHI GEORGE
 Principal
 St. Mary's College
 Sulthan Bathery



44
03/02/21. IQAC meeting.

Agenda:

- ① Final Submission of AQAR-2018-19
- ② Generation and distribution of feedback forms for V & VI sems UG, III & IV sem P.G. students (2020-21)
- ③ Distribution of feedback to be given to ~~feed~~ Alumni & Parents.

Members Participated

Dr. Misha T. Elias.

Mrs. Rennie Mathews

Dr. Ganesh

Mr. Lajju George.

Misha

Ganesh

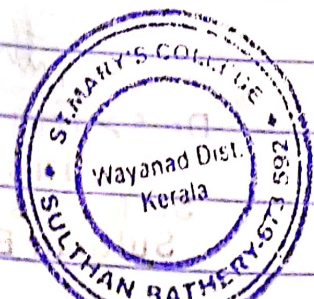
Lajju

⇒ Submitted final AQAR report 2018-19

⇒ Resolved to distribute the feedback forms to all departments.

Smitha George

Dr. SMITHA GEORGE
Principal
St. Mary's College
Sulthan Bathery



(RAC meeting held on 08/02/2021)

Agenda:

① Conduction of Green, Energy & Environment Audit

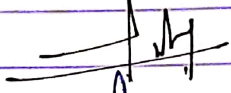


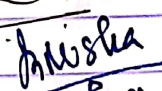
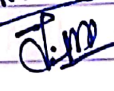
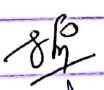
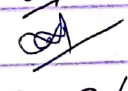
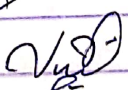

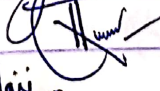
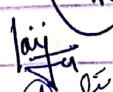
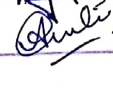


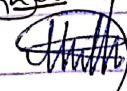
② Selection of coordinator to conduct

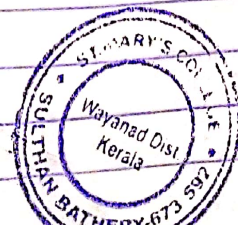
a) Green Audit

b) Energy audit

c) Environment

Members Present.

1. John Mathai 
2. P.C. Roy 
3. Renu Mathews 
4. Dr. Misha T. Elias 
5. Dr. Gisha P. Mathai 
6. Shibina T 
7. Dr. Raji R 
8. Dr. Vyanakumar AR 
9. Fr. Jim N.B 
10. Harish K.V 
11. Laju George 
12. Anita Elizabeth Mathew 
13. Loumya T. Joseph 
14. Sheena George 
15. Dr PA Mathan 

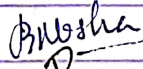
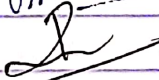
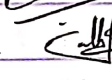


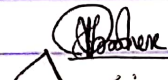






IQAC Meeting held on 17/02/21

Agenda

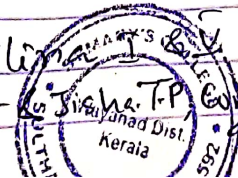
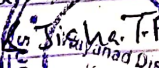
- 1) IQAC meeting in connection with ^{conduction of} ~~the~~ programmes related to various clubs for the year 2020-21
- 2) Inclusion of more members to IQAC team for ~~the~~ data collection & uploading of AQAR 2019-20.

Members Participated

1. Dr. Nisha. T. Elias 
2. Renu Mathews 
3. Dr. Lyette George 
4. Diny. V. P.
5. Dr. Jipson V Paul 
6. Sunil John 
7. Fabin Varghese T.V 
8. Anoop. C. Marose 
9. Sabin Baby 
10. Dr. Ganesh. R 
11. Fr. Jim N.B 

- The coordinators of various clubs participated in the meeting
- ⇒ Decided to inaugurate various clubs
 - ⇒ Resolved to conduct programmes and activities by various club coordinators.

⇒ Included two coordinators for critical thinking

Dr. S. N. GEORGE, Hanish (Physical Edn dept)   (Common dept)


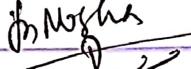
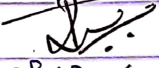



Principal

IQAC meeting held on 25/03/2021

Agenda

- 1) Analysis of feed back
- 2) Submission of Annual report
 - a) Department Activities
 - b) Club Activities

Members Present.

- | | |
|------------------------|---|
| 1. Dr. Santhi George |  |
| 2. Dr. Misha T. Ebo |  |
| 3. Dr. Renie Mathews |  |
| 4. Dr. Nisha P. Mathai |  |
| 5. Dr. Neetha George |  |
| 6. Lajja George |  |

Feedback collected were analysed and report on the basis of the data is made and submitted.

Graph to support the report on feedback are to be made.

Each department has to provide the supporting photographs of activities conducted in the academic year.

Club activities of the departments

1000/50/20 ...

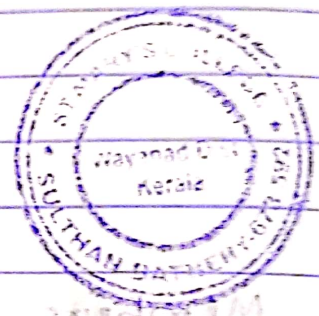
also has to be supported with photographs and reports of activities.

Placement cells need to give the report of the career guidance and placement programmes.

...

Santhi George

Dr. SANTI GEORGE
Principal
St. Mary's College
Sulthan Bathery



Members Present

- 1. Dr. ...
- 2. Dr. ...
- 3. Dr. ...
- 4. Dr. ...
- 5. Dr. ...

Feedback collected were analysed and report on the basis of the data is made and submitted.

Steps to support the report on feedback are to be made.

...