



ST. GREGORIOS COLLEGE KOTTARAKARA



IQAC MINUTES 2023 - 2024


A meeting of IQAC members in the presence of the Principal was held on 21/06/2023 at 8:00 pm

Venue : IQAC Room


Agenda : Discussion on best practices to be implemented for the year

: Discussions on the proposal of two day hands-on workshop on systematic literature review and bibliometric analysis from Department of Commerce and Research Forum

Members Present :

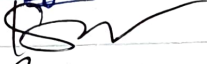
Dr. Suni Alex 


Dr. Francis Chacko 

Bincy John 

Ansin TM 

Jaljbearge 

Krishnamoorti 

Dr. Remy R 

Report : The committee decided to implement best practices 'Sanjeevani' and 'vidhyavardha' programmes for the current year.
The proposal from Dept. of Commerce was accepted

Action taken :

The proposal of Dept. of Commerce was accepted and IQAC proposed the programme to be conducted on July 20 & 21, 2023.

An IGAC meeting is arranged on 14/07/2023
at 3:00 pm.

Venue: IGAC Room.

Agenda: Discussion on admission related matters
: Distribution of charges for various club activities.

Dr. Sumi Alex ~~Signature~~

Members present:

Dr. Francis Chabzo	Signature
Benny	Signature
Anith T M	Signature
Jolly George	Signature
Fr. Shivalamur	Signature
Dr. Remy	Signature

Actions taken:

- * IGAC suggested implementation of admission module in the existing nectas.
- * IGAC requested principal to distribute charges of various clubs at the earliest for the smooth functioning of the clubs.

A meeting of AAC members in the presence of the Principal was held on 26/07/2023 at 2:00 pm.

Venue: AAC Room

Agenda: Discussion on revised metrics
 : Discussion on Certificate Courses offered by CDIT and Youth employability, Skill training Cooperative Educational Society Limited.
 : Semester II Result Analysis (2021 Admission)

Members Present:

1. Dr. Sumi Alex (Principal)
2. Shalaj R
3. Dr. Francis Chacko
4. Sreelakshmi Jayan
5. Geetha Thomas
6. Kevin Thomas Villoth
7. Anshu T.M
8. Dr. Remya R.
9. Dr. Pushrakumar

Shalaj R
 Francis Chacko
 Sreelakshmi Jayan
 Geetha Thomas
 Kevin Thomas Villoth
 Anshu T.M
 Remya R.
 Pushrakumar

Actions taken:

- * All HODs of PG departments are requested to enroll their PG students in any certificate (online) courses offered by Swayam Portal.
- * HODs were requested to look into the Semester II results and provide necessary remedial classes for further improvement.

A meeting of IAAE members in the presence of principal was held on 11/08/2023 at 2pm
in the IAAE room


Agenda: Training program on NAAC's revised Standards.

~~Members~~

Dr. Sumi Alex



Members present:

Dr. Francis Chacko 

Bincy John



Anshu T M



Jolly George



Krishnakumar



Dr. Remy R



Action taken:

The IAAE decided to conduct a program on NAAC's revised Standards. The committee decided to invite Dr. E. Shaj, IAAE co-ordinator of UoK on a tentative date of 4th September.

A meeting of IQAC members in the presence of the Principal was held on 12/10/23 at 3pm.

Venue : IQAC room.

Agenda:

- ① Result analysis of Semester III 2023 admission
- ② Orientation program for first year students.

Dr. Sumi Alex

Members present:

Dr. Francis Chacko

Beyyath

Anshu T M

Jolly George

Krishnakumar

Dr. Remy R

~~Prasanna~~

~~Radhika~~

~~Anitha~~

~~Jolly George~~

~~Remy R~~

Remy

Acts taken:

- ① Result analysis of Semester III was done and short coming of the results were addressed and necessary corrections were undertaken to the Dept HoD's
- ② Orientation program for first year students were planned and as per their academic calendar

A meeting ~~camp~~ I&AE members will be held on
16/12/2023 to discuss FDP program and
I&AE sponsored Seminars.

Venue: PGAE Room Time 2PM

Dr. Surri Alex

Members present:

Dr. Francis Chacko	<u>Francis</u>
Benny John	<u>Benny</u>
Anish T M	<u>Anish</u>
Jolly George	<u>Jolly George</u>
Krishnelamar	<u>KR</u>
Dr. Remy R	<u>Remy</u>

Action Taken:

- i I&AE decided to conduct a one day FDP program on ~~December~~ Examinator Reports in the Month of December 2023.
- ii I&AE decided to support Mathematics and Statistics Dept. to conduct a one day workshop on: Q programming.
- iii I&AE decided to facilitate Research Forum and Dept of Commerce to conduct one day Seminars on "Simply Design in Social ^{Space} Research".

A meeting of IQAC core committee members was held on 11.01.2024 at 3:00 pm

Venue: IQAC Room

Agenda:

1. AQAR 2022-2023 Submissions.
2. MOUs with CDIT and Veranda Learning Solutions Ltd
3. Proposal from Dept. of English on Translation Workshop

Members Present

1. DR. Sumi Alex
2. Dr. Jubin Muttappallil
3. Shalaj. R
4. Dr. Lekshmi. G.M
5. Dr. Archana G.R
6. Dr. Paul John
7. Geetha Thomas
8. Prashmalamary

~~Shalaj~~
~~Shalaj~~
 Shalaj
~~Shalaj~~
 Shalaj
 Shalaj
 Shalaj

Action Taken:

- * All criteria members were entrusted to collect data in the prescribed format immediately to complete 22-23 AQAR submissions
- IQAC committee agreed with the proposal from CDIT and Veranda Learning solutions
- * IQAC agreed to facilitate the translation workshop proposed by English Department.

A meeting of IGAC Core Committee members are held on 19/02/2024 at 12:30 pm

Venue: IGAC Room.

Agenda:

1. FYUGP Training programme for faculty members.
2. Result Analysis of Semester IV (2021 Admission)
3. Science day Celebrations.

Dr. Sumi Alex

Members Present:

Dr. Francis Chacko ~~Francis~~

Benny John

Jolly George

Krishnakumar

Dr. Remy R

Anju Alex

~~Francis~~

~~Jolly George~~

~~KR~~

~~Remy~~

~~Anju~~

Actions Taken:

1. IGAC decided to conduct FYUGP training programme offered by University of Kerala with the Resource persons allotted by the University.
2. IGAC ~~invite~~ decided to invite Dr. Sabu Thomas, Former V.C, M.G. University to give an expert talk on FYUGP programme.
3. The 11th Sem Result Analysis was conducted and required improvements were entrusted to the concerned MODs.
4. All science Department were requested to conduct an exhibition for school students along with their routine Science day celebrations.

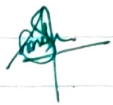
A meeting of IQAC core committee members are held on 27/03/2024 at 3:00 pm

Venue: IQAC Room

Agenda:

1. 2022 - 2023 AQAR Submission.

Dr. Sumi Alex



Members Present:

Dr. Francis Chelto




Benyamin



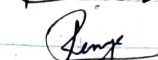
Ansin T M



Kushraman



Dr. Remya R



Anju Alex



Actions Taken:

The completed AQAR 2022-2023 was subjected to evaluation by the statutory IQAC body. Minor corrections pointed out by the committee members were incorporated in the final AQAR.

A meeting of IQAC core committee members are held on 23/04/2024 at 10:00 pro.

Venue: IQAC Room

Agenda:

1. Result Analysis of Semester V (2021 Admissions Students)
2. Admission campaign for FYUGP Programme.

Members Present: Dr. Sumi Alex

Dr. Francis Chabgo

Benny Chib

Austin T M

Jolly George

Kushabamoni ✓

Dr. Remy R

~~Sumi Alex~~

~~Benny~~

~~Austin~~

~~Jolly George~~

~~Kushabamoni~~

~~Remy~~

Actions Taken:

- * Result analysis of recently published Semester V were done by IQAC. The IQAC commended on the department efforts on improving the results and requested for remedial measures for failed candidates.
- * IQAC along with the college management decided to undergo a campaign to generate awareness ^{about FYUGP} among the potential higher school students in the premises of the college. *