



St. Gregorios College, Kottarakara

Pulamon P.O., Kottarakara, Kerala State - 691531

Established : 1964

(Affiliated to the University of Kerala and Accredited by the NAAC at B Grade)

email : gregorioscolle@yahoo.co.in

website : www.gregorioscollege.org

Fax : 0474 - 2650133, Ph : 0474 - 2650133, 2651972

PRINCIPAL

Date... 01/06/2018

NOTICE

A meeting will be conducted on 01/06/2018 (Time: 2pm) at Golden Jubilee Seminar Hall to select the IQAC Coordinator of our College for the forthcoming (3rd Cycle) reaccreditation procedures and to conduct and to continue the quality enhancement programmes in the Institution.

I request all the Teaching and Nonteaching staff to attend without any fail.


Dr. SUMAN ALEXANDER
PRINCIPAL
ST. GREGORIOS COLLEGE
KOTTARAKARA



Venue: Principal Chamber

Time: 3 pm

11

13/6/18

Minutes of the IQAC meeting held on 13/06/2018

A meeting was held at the Principal's room to discuss the progress of each criteria for preparing AQAR of the year 2015-16, 2016-17.

AQAR preparation Criteria and their leaders

- 1) Curricular aspects — Mrs. Geetha Thomas
- 2) Teaching, Learning and Evaluation — Dr. Archana
Mrs. Beena
- 3) Research, Consultancy and Extension — Dr. Francis Chacko
- 4) Infrastructure and Learning Resources — Mr. Kevin Thomas Villath
- 5) Student Support and Progressions — Mr. Ravi. S. Dharan
- 6) Governance, Leadership and Management — Mrs. Sreelakshmi
- 7) Innovations and Best Practices — Dr. Krishnakumar

- 1) Dr. Suman Alexander (Principal)
- 2) Dr. Jean Jose. J (Coordinator, IQAC)
- 3) Mrs. Geetha Thomas
- 4) Mrs. Reshma. U
- 5) Mrs. Anja Alex
- 6) Dr. Remya
- 7) Dr. Archana
- 8) Mr. Kevin Thomas Villath

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[Signature]

Report

It was decided to prepare the pending AQAR's at the earliest. One month time was decided to collect the relevant documents from

teaching, non teaching and Departments including various Club Coordinators. Next meeting of IQAC decided to conduct on 19/7/18



Dr. SUMAN ALEXANDER
PRINCIPAL
ST. GREGORIOS COLLEGE
KOTTARAKARA

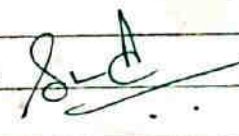
19/7/18

(2)

Minutes of the IQAC meeting held on 19/7/18

Agenda:

- * Criteria wise details regarding for the period 2015-16, 2016-17 for the submission of AAR.
- * Department wise activities for the current year 2018-19
- * Feedback form for alumni, parents
- * Modification of the student feedback form.
- * College Website

1. Dr. Suman Alexander. 
(Principal)

2. Dr. Krishnakumar

3. Dr. Archana G.R

4. Beena G.P.

5. Dr. Sumit Alex 

6. Geetha Thomas

7. Dr. Seema S. Nair

8. Sreelakshmi Jayan

9. Rani. S. Ohasan

10. Dr. Francis Charles

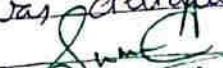
11. Dr. Jeyaraj J

(Coordinator, IQAC)

Report:

It was a progress review meeting of the previous month decisions. Dr. Suman Alexander Principal instructed to distribute the Feedback to students and in parent-teacher meetings. College Website updation is a major portion of the decisions. Next IQAC meeting was decided to be held on 2/8/2018.




Dr. SUMAN ALEXANDER
PRINCIPAL
ST. GREGORIOS COLLEGE
KOTTARAKARA

2/8/2015

15

Time: 12pm

Venue: NAAC room

(3)

DQAC meeting at NAAC room.

Agenda:

- Discussion and suggestions regarding the draft AQAR of 2015-16 prepared.
- Decision of date for forwarding AQAR to NAAC is decided.

1. Rev. Fr. Zacharias Ramban
(Administrator)

Report

2. Dr. Suman Alexander
(Principal)

S-A

3. Mrs. Beena G.P

Beena

4. Mrs. Geetha Thomas

Geetha

5. Dr. Francis Chacko

Francis

6. DR. INOUE C.R.

Inoue

7. DR. KUSHNATHAN V

Kushnathan

8. Sreealakshmi Jayan

S Jayan

9. Dr. Remya R.

Remya

10. Dr. Seema S. Nair

Seema

11. Kevin Thomas Villott

Kevin

12. Dr. Jean Joy J
(DQAC Coordinator)

Joy

Report

• With some minor corrections and suggestions AQAR was passed in the meeting. Specific corrections and suggestions were made by the Criteria representatives. The draft AQAR was finalized.



Dr. SUMAN ALEXANDER
PRINCIPAL
ST. GREGORIOS COLLEGE
KOTTARAKARA

26/9/2018

Time: 2.30 pm

17

4
IQAC meeting at NAAC room.

Agenda

1. Discussion and Suggestions regarding the draft AQAR 2016-17
2. IQAC organizing programmes in the College.
(One day Workshop),
3. Suggestion to improve NAAC accreditation grade.
4. Decided to conduct workshops and training to MOOC, Moodle classes.

1. Rev. Fr. Zacharia Ramban
(Administrator)

Rev. Fr.

2. Dr. Suman Alexander
(Principal)

Dr. S.

3. Dr. Francis Chacko

Dr. Francis

4. Dr. Jubin Mattappallil

Dr. Jubin

5. Dr. Womlan C.P.

Dr. Womlan

6. Dr. Seema S. Nair

Dr. Seema

7. Saeelakshmi Jayan

Saeelakshmi

8. Dr. Krishnakumar V

Dr. Krishnakumar

9. Dr. Archana G.R.

Dr. Archana

10. Dr. Rani S. Dharan

Dr. Rani

11. Geetha Thomas

Geetha

12. Dr. Jean Jose J

Dr. Jean

(IQAC Coordinator)

Dr. Jean

Report

Dr. SUMAN ALEXANDER
PRINCIPAL
ST. GREGORIOS COLLEGE
KOTTARAKARA

* AQAR 2016-17 was drafted and presented in the meeting.

* With some minor corrections and suggestions AQAR was passed in the meeting and finalized.

Decided to conduct an one day workshop on Digital Technologies in Higher Education.



**One Day Workshop on
Digital Technologies in Higher Education**
Organized by
Internal Quality Assurance Cell (IQAC)



St. Gregorios College, Kottarakara
(Accredited by NAAC at B Grade)

PROGRAMME

Venue: Golden Jubilee Seminar Hall

Date: 10th October 2018

Session I

10 am – 10.30am: Inaugural Session

- Welcome speech: **Dr. Jean Jose. J**
(IQAC Coordinator)
- Presidential address: **Dr. Suman Alexander**
(Principal)
- Inauguration: **Very Rev. Mathewkutty**
(Administrator)
- Felicitation: **Mrs. Beena. G. P**
(Asst. Professor in Mathematics &
IQAC Member)
- Vote of Thanks: **Dr. Francis Chacko**
(HOD, Department of Chemistry)

Session II

10.45- 1.15pm

Invited lecture on
Digital Technologies in Higher Education
(MOOC, MOODLE learning management system and
UGC SWAYAM platform)

By

Dr. K. SATHEESH KUMAR
Assistant Professor
Dept of Futures Studies
University of Kerala, Kariavattom,
Thiruvananthapuram, Kerala

One Day Workshop on Digital Technologies in Higher Education

10th October 2018

Organized by
IQAC, St. Gregorios College
Kottarakara

19

10th October 2018.

IQAC organized one day workshop on Digital Technologies in Higher Education was organized for the Teaching Staff to familiarize MOOC, MOODLE, UGC SWAYAM

Sl. No.	Name of Faculty	Department	Designation	Signature
1.	MANU V.	CHEM	ASST PROF	[Signature]
2.	BENCY JOHN	CHEM	ASST PROF	[Signature]
3.	Dr. Jini S. Dharan	Zoo	ASST PROF	[Signature]
4.	LANCEY THOMAS KURAKAR	ENG	ASST PROF	[Signature]
5.	RESHMA ELIZABETH JACOB	ENG	ASST. PROF	[Signature]
6.	BEENA G.P.	MATHEMATICS	ASST. PROF.	[Signature]
7.	Dr. Seema S. Nair	STATISTICS	ASST. PROF	[Signature]
8.	Reshma U.	MATHEMATICS	ASST. PROF	[Signature]
9.	LINCY ALEX	ZOOLOGY	ASST PROF	[Signature]
10.	DR. ELIZABETH JOHN	ZOOLOGY	ASST PROF.	[Signature]
11.	SREELEKSHMI JAYAN.	POLITICS	ASST PROF.	[Signature]
12.	Jolly George	Mathematics	"	[Signature]
13.	Nevin John	Mathematics	"	[Signature]
14.	Dr. Krishnakumar	Physics	"	[Signature]
15.	Dr. S. RINU SAM	Physics	"	[Signature]
16.	Dr. Sreesh. S	English	"	[Signature]
17.	Ganesh S.	English	Guest Lecturer	[Signature]
18.	ANJU ALEX	CHEM	Asst. Prof	[Signature]
19.	Binethya M. Baku	Chemistry	"	[Signature]
20.	Dr. Jisha K.R	"	"	[Signature]
21.	Dr. Sumi Alex	Commerce	"	[Signature]
22.	Rony Thomas	Commerce	Guest Lecturer	[Signature]
23.	Anila Kuriappan	"	"	[Signature]
24.	Jankari Pradeep	"	"	[Signature]
25.	Dr. Deeya S	"	"	[Signature]

Sl. No.	Name of Faculty	Department	Designation	Signature
26.	Arul Mohan	Commerce	Asst. Professor	
27.	RENI ROYSON	COMMERCE	GUEST LECTURER	
28.	Dr. Lemi. V	Economics	Associate Professor	
29	Dr. Paul John	Libary	Librarian	
30	JITI PETER	Eng.	Asso. Prof	
31.	JAMES GEORGE	PHYSICS	ASSOCIATE PROF.	
32	JINO NANAN	Mathematics	Assistant Professor	
33	Fr. D. Jacob	Malayalam	Associate Prof	
34	Fergy John	phy	Asst. pr	
35	Dr. Aswathy Aromal S.	"	"	
36	Asha G.	"	"	
37	Rajani V. Kishy	"	"	
38	Dr. Lal C.R.	"	"	
39	Dr. Francis Gaebo	Chemistry	Asst. Prof.	
40	SHIJU THOMAS	chemistry	"	
41	Dr. BINIL P. SANDHARMA	"	"	
42	SHAMAZ. R	Botany	"	
43	Anacane Thoms	Botany	Asst. prof & Hod	
44	Dr. Archana G. R	Botany	Asst. Prof. & Hod	
45.	Dr. Lekshmi. G. M	Botany	Asst - prof.	
46.	THOMAS P. GEORGE	Physical Education	Associate Prof	
47.	Kevin Thomas Villath	Commerce	Assistant Professor	
48.	Dr. Suman Alexander	Principal	Assoc. Professor	
49.	Dr. Jean Jose. J (IDGAC Coordinator)	Zoology	Asst. Professor	
50	Fr. J. Mathewkutty	Administration		

Report -

The workshop benefited a lot for teachers. Fruitful discussions were made by Teachers. Benefits of online courses were discussed. As a prime step, many teachers decided to start google class rooms.

Venue: Meeting Room, St. George's College, Kottarakkall.

PGAC meeting, ^{in the presence of} both Manager and Governing Body.

Agenda.

- * Analysing last NAAC Visit and discussing the recommendation.
- * Presentation ~~and~~ of achievements of both faculties and Students.
- * Discussion of emergency needs based on the NAAC peer team recommendations such as Smart Classroom, play ground modification for outdoor games, Library shelves, registering Commerce Dept. as research department, seed money for PGAC, research and to conduct academic and administrative audit; rest room for disabled students, up gradation of computers in each department, Campus green protocol.
- * Submission of detailed report of requirements to Governing Body.

H.G. Mathews Max Theodosius
(Manager, St. George's College)

H.G. Mathews Max Theodosius

Rev. Fr. Mathewkutty
(Administrator St. George's College)

Fr. Mathewkutty

Dr. Saman Alexander
(Principal)

Dr. Jean Joe. J (PGAC Coordinator)

J. J. Joe

Report:

The discussion projected in the meeting was to rectify the suggestion made by the NAAC Peer Committee of the 2nd cycle of accreditation.

**One Day Seminar for Science Students on
Science Behind Crime Investigation**

Organized by
Internal Quality Assurance Cell (IQAC)



St. Gregorios College, Kottarakara
(Accredited by NAAC at B Grade)

PROGRAMME

Venue: Golden Jubilee Seminar Hall

Date: 24th November 2018

Session I

10 am – 10.30am: Inaugural Session

Prayer:	Subitha Suresh (III B. Sc Zoology)
Welcome speech:	Dr. Rani. S. Dharan (HOD, Department of Zoology)
Presidential address:	Dr. Suman Alexander (Principal)
Inauguration:	Rev. Fr. Mathewkutty (Administrator)
Vote of Thanks:	Dr. Jean Jose. J (IQAC Coordinator)

Session II

10.30- 12.30pm

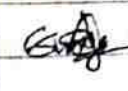
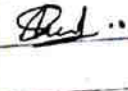
Invited lecture on
Science Behind Crime Investigation
By

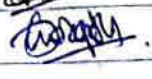
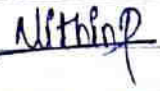
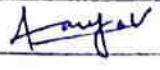
Dr. Francis Chacko
(HOD, Department of Chemistry
St. Gregorios College, Kottarakara)

One day Seminar for Science Students on Science behind Crime Investigation by Dr. Francis Chacko

Venue: Golden Jubilee Seminars Hall.

An initiative was generated by IQAC to create a platform to teachers to share their expertise with in the college.

Sl No.	Name of the Student	Subject/ Semester	Phone no./ Email ID	Signature
1)	Sherin Susan Koshy	II Zoology	9895889359 sherin.susan.koshy@gmail.com	
2)	Pogias	II Zoology	7558842199 Pogias.kumar.2@gmail.com	
3)	Jeena John	"	9995267954 jeenajohn434@gmail.com	
4)	Anu Krishnan.S	"	8078238218 anur.krishnan1997@gmail.com	
5)	Sneekthy A.S	"	8086728772 Sneekthy.anu@gmail.com	
6)	Surya.A	"	9995238883 suryaambily81754@gmail.com	
7)	Karthika.Sunil	"	karthikasunil02@gmail.com 7034491705	
8)	Abhijith.B	"	abhijithboyar5133@gmail.com 7085343774	
9)	Shibina.K	"	9400885770 shibinak2018@gmail.com	

Sl. No.	Name of Student	Subject / Semester	Phone no. / Email ID	Signature
10	Rashma G	II Zoology	9656286102 Rashmaga1399@gmail.com	
11	Sreekruthy G	II Zoology	8301922362 SreekruthyPillai98@gmail.com	
12	Shebin R	II Zoology	9539679334 shebin32018@gmail.com	
13	Jayadrupathy K.J	II Zoology	drupathkothakrishnan1994	
14	Al. Azeem	II Zoology	Azeemallu123@gmail.com	
15	Amal Dev Sudanan	"	9946047220 amalanaiswari15@gmail.com	
16	Sree vijay	"	sreevijay2700@gmail.com 8078265373	
17	Nithin P	"	Nithinp061999@gmail.com	
18	Abhijith	"	7085343974 abhijithcybor5133@gmail.com	
19	Gopika S	II Zoology	9946680796 Gopikasreesha2018@gmail.com	
20	Beneetha Benjamin	II nd Zoology	9645815320 beneetha2017@gmail.com	
21	Gopika G	II nd zoology	9495172497 gopikag2497@gmail.com	
22	Aparna V	II nd Zoology	9072796413 aparna vilasini 74@gmail.com	
23	Ananya V	II nd Zoology	8078006695 ananyavindam@gmail.com	
24	Thulasimaya T	II nd Zoology	9539409267 thulasimayt@gmail.com	

Name of Student	Subject/ Semester	Phone no./ E-mail ID	Signature
1. Arya M	11 th DC Zool	9942561005 arya.yamuna@gmail.com	Arya
2. Anantha B. Nalb	II nd DC Zool	9895790061 ananthabn@gmail.com	Anantha
3. MEENU . A	"	8281299389 meenupajithaman@gmail.com	Meenu
4. Dr. Jubin Matappallil	Assist. Professor Dept of Malayalam		Jubin
5. Dr. Paul John	Asst. Professor DEPT. OF SYMB	9961321680	Paul
6. R. BISI P	III rd DC Zool	9961273011	R. Bisi
7. Anju B. Chanchan	"	9562975447	Anju
8. Ancher. S. Divakaran	"	9144729697	Ancher
9. Indu. K.S	"	9847771009	Indu
10. Aliza. A. S	"	9605906337	Aliza
11. Pazvathy. R. Kaishnan.	"	9946151019	Pazvathy
12. Anusutna. M	"	04742483696	Anusutna
13. Roshni Riji	"	9497175168	Roshni
14. Jyothy Jagarath	"	9037184191	Jyothy
15. Jaisy K. Jacob	"	9562404525	Jaisy
16. Subitha Suresh.	"	9895255725	Subitha
17. Sreelekshmi. B.S	"	7558091896	Sreelekshmi
18. Megha. B	"	8606123466	Megha
19. Sreelekshmi. R.S.	I st DC Zool	9497621304	Sreelekshmi
20. Gowri. S	I st HS Zool	9400849301	Gowri
21. Sajitha. S. Anand	III rd DC Zool	9961962660	Sajitha
22. LAKSHMI . J. SIVAN	"	8113895401	Lakshmi
23. Reena. R	"	9605368283	Reena
24. Rizana. N.	"	8289845978	Rizana
25. Anu Mathew	"	9400441690	Anu
26. Anshi Nubaiyya. R	"	8129912548	Anshi
27. Jaisy Jacob	"	7994783435	Jaisy
28. Liza Achankunju	"	9745525624	Liza
29. Arya. A.R	"	7969218262	Arya
30. Sangeetha. T.S	"	9544559114	Sangeetha
31. Nisha. V.S	"	9605586632	Nisha
32. Anupriya. U.S	"		Anupriya

58.	Fathima Nigaz	III DC Zoology	9539783259	Red
59.	Anupama S. Anil	II DC Zoology	9847604399	AF
60.	Megha S. Balan	"	91902655425	Megha
61.	Shalima S	"	9633366242	Shalima
62.	Anu G. Saji	"	8593055423	Anu
63.	Geetha Prasanna	"	9048183065	Geetha
64.	Rejina A	"	9495379109	Rejina
65.	Mubeena K	"	9207623141	Mubeena
66.	Shajira Sha	"		Shajira
67.	Pravathy	"		Pravathy
68.	Susitha prasad	III DC	9383409611	Susitha
69.	Sharon Pri Thomas	"	9446906779	Sharon
70.	Anly J Glob	II DC Zoology		Anly
71.	Ashwina Babu	"		Ashwina

Rev. Fr. Mathewkutty (Administrator)

Dr. Suman Alexander (Principal)

Dr. Jean Jose J (2000)

Dr. Rami S. Dharan

Mrs. Kinay Alex

Mrs. Fergy John

Mrs. Rejani V. Koshug

Report.

"Science Behind Crime Investigation" was focused as a seminar to Biology students. Dr. Francis Chacko, HOD, Dept. of Chemistry worked earlier in Forensic Department of Northern Kerala. He worked in DNA finger printing, crime detection and its legal procedure. His class was very much interesting and interactive to students. He also provided short notes on DNA finger printing to students.

28-11-2018

Time: 12 pm

IQAC meeting at NAAC room to discuss the following agendas;

(i) Organizing a workshop for teaching and nonteaching faculties on the topic entitled "Revised Assessment and Accreditation Framework by NAAC and Assuring Quality through Continuous improvements in Higher Education Institutions".

(ii) Library - arrangement of shelf

(iii) Action plan for the year 2019-20.

(a) Creating a NAAC Steering Committee

(b) Seminar/Workshop on IPR

(c) ICT based teaching and learning.

(d) Students pass percentage result analysis

(e) to conduct Academic and Administrative audit

(1) Rev. Fr. Mathewkutty (Administrator)

(2) Dr. Suman Alexander (Principal)

(3) Dr. Pious Gopin

(4) Dr. Jubin Mathappan

(5) THOMAS & GEORGE

(6) Dr. Francis Chacko

(7) Dr. Archana G.R

(8) Jolly George

(9) Snehalakshmi Jayan

(10) Dr. Remya R.

(11) Greetha Thomas

(12) Dr. Krishnakumar. ✓

(13) Kevin Thomas Vittal

(14) James Daniel

(15) (Superintendent)

Report:-

The IQAC committee agreed to proceed with the agenda presented to improve the quality circle. IPR Seminar was conducted on May 2019.

**One Day Workshop on
Revised Assessment and Accreditation Framework by NAAC
and Assuring Quality through continuous improvements in
Higher Education Institution
Organized by
Internal Quality Assurance Cell (IQAC)**



**St. Gregorios College, Kottarakara
(Accredited by NAAC at B Grade)**

PROGRAMME

Venue: Golden Jubilee Seminar Hall

Date: 1st December 2018

Session I

10 am - 10.30am: Inaugural Session

- Prayer: **Mrs. Bency John**
(Asst. Professor in Chemistry)
- Welcome speech: **Dr. Jean Jose. J**
(IQAC Coordinator)
- Presidential address: **Dr. Suman Alexander**
(Principal)
- Inauguration: **Rev. Fr. Mathewkutty**
(Administrator)
- Felicitation: **Dr. Remya. R**
(Asst. Professor in Chemistry &
IQAC Member)
- Vote of Thanks: **Dr. Jubin Mattappallil**
(Asst. Professor in Malayalam &
IQAC Member)

Session II

10.45- 1.15pm

**Invited lecture on
Revised Assessment and Accreditation Framework by NAAC
and Assuring Quality through continuous improvements in
Higher Education Institution**

**By
Dr. B. Hari**
Assistant Professor & IQAC Coordinator
PG & Research Department of Zoology
Sree Narayana College, Kollam, Kerala

Sl. No.	Name	Department/ Section	Designation	Signature
1.	Jessyamma George	Mathematics	Associate Professor	
2.	Beena G.P.	Mathematics	Assistant Professor	
3.	Rashma.U	Mathematics	Assistant Professor	
4.	Dr. Jubin Metteppallil	Malayalam	Assistant Professor	
5.	Dr. Remya R	Chemistry	"	
6.	Rashma Elizabeth Jacob	English	"	
7.	Dr. Elizabeth John	Zoology	"	
8.	Lincy Alex	Zoology	Asst. Professor	
9.	Abiffa P. Khaseem	Mathematics	Guest Lecturer	
10.	Dr. Pave John	Library	Librarian	
11.	Bey John	Chemistry	Asst. Prof.	
12.	Dr. Pami S. Bhavan	Zoology	Asst. Prof.	
13.	Dr. Archana G.R	Biology	Asst. Prof.	
14.	Annamma Thomas	Biology	Asst. Prof & HOD	
15.	Ashta K. John	Chemistry	Lab. Assistant	
16.	Tiji Peter	English	Asso. Prof	
17.	Geetha Thomas	"	Asst. Prof	
18.	Lancy Kurakkar	"	"	
19.	Sreelakshmi CS	"	Guest Faculty	
20.	Betty Maria Kaper	"	"	
21.	Sreelakshmi Sajan	Politics	Asst. Prof	
22.	Jolly George	Mathematics	Asst. Prof	
23.	Anila Kunjappan	Commerce	Guest Faculty	
24.	RENI ROYON	"	"	
25.	Dr. Sumi Alex	Commerce	Asst. Professor	
26.	Abin P. Jose	Commerce	Guest Faculty	
27.	Kevin Thomas Villetta	"	Asst. Professor	
28.	Jino Nainan	Mathematics	Asst. Professor	
29.	Navin John	"	"	
30.	Gose G	"	"	

Sl No.	Name	Dept./Section	Designation	Signature
31	K K Kuruvila	Office	Clerk	
32	Mathewkutty G.	Office	Clerk	
33	Baby John	Office	Lab Assistant	
34	Johnson Koshy	Office	Clerk	
35	Riya Elia Sabu	Office Att	Attendant	
36	Elizabeth Samuel	Office Attendant	"	
37	Ameyankose	"	"	
38	Sneha Thomas	Office Attendant	"	
39	P. Thankachan	Head Account	"	
40	P. Prince	L. D. Cler	L. D. Cler	
41	SHADI C. JOHN	Commerce	Guest Lecturer	
42	Sayon John	UD Clerk	"	
43	James Daniel	Ir. Supdt.	"	
44	Gee Varghese Nairam	Senior Clerk	"	
45	Anju Alex	Chemistry	Asst. Professor	
46	Gravesh. S	English	Guest Lecturer	
47	Dr. Suresh S	English	Asst. Professor	
48	Dr. Paul John	Library	Librarian	
49	K. N. Shabmanur	Physics	Asst. Prof	
50	Binellhyer. M. Babu	Chemistry	Asst. Professor	
51	Dr. Francis Chacko	Chemistry	Asst. Professor	
52	Rejani V. Koshy	Physics	Asst. Professor	
53	Sareha D. Saji	Office Att.	"	
54	Dr. Jean Jose J	Zoology	Asst. Professor	
55	Dr. Suman Alexander	Principal	Prac coordinator	
56	Rev. Fr. Mathewkutty	Administrator	"	

Report.

This workshop was inaugurated by Rev. Fr. J. Mathewkutty. It was a follow up of the previous DQAC meeting held on 28.11.2018. The session was headed by Dr. Hari. B, DQAC Coordinator, SN College Kollam. Print outs of NAAC manual was distributed. Critique was to the concerned teaching and non-teaching staffs. A detailed description of Qualitative metrics (Qm) and Quantitative metrics (Qn) was discussed. Teachers individually presented their opinions on each criteria. Departmentwise filing details were decided.

The programme was inaugurated by Rev. Fr. J. Mathewkutty, Administrator, Welcomed by Dr. Jean Joy. J, DQAC Coordinator, Presided by Dr. Suman Alexander, Principal, Felicitated by Dr. Remya. R and thanks for the participants was delivered by Dr. Jubin Mathappallil.



Internal Quality Assurance Cell (IQAC)
St. Gregorios College, Kottarakara

Very Urgent Requirements

Management meeting on 7/12/2018

7.12.2018

(6)

PGAC meeting in the presence of Manager and Administrator.

Agenda.

- * Follow up meeting of 21st October 2018
- * Discussion and action plan for the following very urgent requirements before the next (3rd cycle) NAAC peer team visit.

- 1 Book Shelves for Library
- 2 Fully furnished research rooms for PG Dept. of Commerce. (Research journals, new books, shelves for 10 students)
- 3 Up gradation of computers in each department
- 4 Seed money to conduct academic, administrative and green audit
- 5 Two Smart class rooms
- 6 UPS for A/C Seminar hall
- 7 Rest room for disabled students and girls
- 8 Modification of playground for outdoor games
- 9 Seed money for promoting research facilities
- 10 Seed money for IQAC functioning

H. G. Mathews Mar Theodosius
(Manager, St. George's College)

H. G. Mathews Mar Theodosius

Rev. Fr. Mathewkutty
(Administrator)

Rev. Fr. Mathewkutty

Dr. Suman Alexander
(Principal)

Dr. Suman Alexander

Dr. Jean Jose. J
(PGAC Coordinator)

Dr. Jean Jose. J

12/12/18

(7)

Time: 2.30 to 3.30 pm

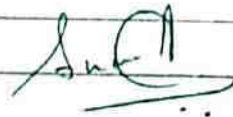
IGAC meeting at NAAC room to discuss the following matters.

- (1) New (Revised) NAAC accreditation workshop on 13/12/18
- (2) IGAC College Email id : sguigac20@gmail.com and Department wise email id.
- (3) IGAC action plan.
- (4) Formation of NAAC steering committee.

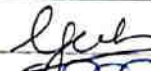
1) Rev. Fr. George Kully
(For Administrator)

H. 

2) Dr. Suman Alexander
(Principal)



3) Geethu Thomas



4) Dr. Rani. S. Dharan



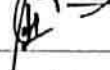
5) Dr. Archana G. R



6. Dr. Jubin Mathappellil



7. Dr. Pouc. John



8. Kevin Thomas Villath



9. Dr. Krishnakumar V



10. Sreelakshmi Jayan



11. Dr. Seema S. Nair



12. Dr. Jean Jox. J



(IGAC Coordinator)



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Continuation workshop of 1st December 2018

Sl. No.	Name	Department/Session	Designation	Signature
1.	ANJU ALEX	Chemistry	Asst. Professor	Anju
2.	Lincy Alex	Zoology	Asst. Professor	Lincy
3.	Binitha M. Babu	Chemistry	Asst. Professor	Binitha
4.	Dr. Remya R.	Chemistry	Asst. Professor	Remya
5.	Sreelakshmi Sajan	Politics	Asst. Professor	Sreelakshmi
6.	Dr. Archana G.R	Botany	Asst. Professor	Archana
7.	Dr. Lekshmi G.M	Botany	Assistant professor	Lekshmi G.M
8.	Annamma Thomas	Botany	H.O.D. of Botany	Annamma
9.	Lancy Thomas Kurakas	English	Asst Professor	Lancy
10.	Reshma Elizabeth Jacob	English	Asst. Professor	Reshma
11.	Geetha Thomas	English	Asst Professor	Geetha
12.	Dr. Elizabeth John	Zoology	Asst. Professor	Elizabeth
13.	Dr. Rani S. Charan	Zoology	Asst Professor	Rani
14.	Bethy Merin Eapen	English	Guest	Bethy
15.	Sreelakshmi C.S	English	Guest	Sreelakshmi
16.	Reshma-U	Mathematics	Assistant Professor	Reshma
17.	Dr Seema S. Nair	Statistics	"	Seema
18.	Dr. RINU SAM S	Physics	"	Rinu
19.	Fatgy John	"	"	Fatgy
20.	Aswathy Aromal S ✓	"	"	Aswathy
21.	Asha G ✓	"	"	Asha
22.	Kevin Thomas Villath	Commerce	Assistant Professor	Kevin
23.	Abin P. Jose	"	Guest	Abin
24.	Sarath Sajan	"	"	Sarath
25.	Shalaji R	Botany	Asst. Professor	Shalaji
26.	Dr. MANU V	CHEMISTRY	"	Manu
27.	Dr. SUMI ALEX	COMMERCE	"	Sumi
28.	Dr. Jean Jose J	Dr. J. Cordiner Zoology	Asst. Prf.	Jean

20/12/18

Time: 8

I.GAC meeting at NAAC room

Agenda.

- Discussion and Suggestions regarding the draft AQAR 2017-18

Name	Signature
1. Rev. Fr. Georgekutty (For Administrator)	Fr. Georgekutty
2. Dr. Suman Alexander (Principal)	Suman
3. Dr. Rani. S. Othman	Rani
4. Dr Seema S. Nair	Seema
5. Jeethu Thomas	Jeethu
6. Beena G.P.	Beena
7. Dr. Archana G. R	Archana
8. Sree Lakshmi Gayan	Sree Lakshmi
9. Dr. Peter John	Peter
10. Dr. Jubin Mattappalli	Jubin
11. Kevin Thomas Villoth	Kevin
12. Dr. Praveen Chacko	Praveen
13. Dr. Krishnakumar V	Krishna
14. Thomas & George	Thomas & George
15. Dr. Jean Jose J (IGAC coordinator)	Jean Jose

- AQAR (2017-18) was finalized by considering the valuable suggestions and updates of IGAC team.

Time: 9.30pm. 45 (7)

25/3/2019

PGAC meeting

Agenda

- Criteria wise activity decisions
- Teachers work diary
- Academic and administrative audit
- Certificate Courses (addon)
- Library automation
- Green audit
- Student Satisfaction Survey.

1. Rev. Fr. Baby Thomas
(Chairman)

2. Rev. Fr. Mathewkutty
(Administrator)

3. Dr. Suman Alexander
(Principal)

4. Dr. Archana G.P.

5. Beena G.P.

6. Dr. Seema S. Naik

7. Dr. Remya R

8. Sreelakshmi Suresh

9. Dr. Pooja Joshi

10. Dr. Jean Jose - J (PGAC Coordinator)

11. Dr. Krishnakumar V

12. Kevin Thomas Villoth

13. Dr. Francis Chacko

A meeting was held at Board room in the presence of the newly elected Management representatives Rev. Fr. Rtd. Prof. Baby Thomas, Rev. Fr. Mathewkutty, Dr. Suman Alexander (Principal), Dr. Jean Jose - J (PGAC Coordinator) and the Teachers-In-Charge of various criteria.

- The major decisions taken were the updation of Teachers work diary and Criteria wise activity plan.
- A follow up meeting was fixed on 4th April 2019 as its continuation.