



PRINCIPAL

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

Date: 23/10/2020

NOTICE

A meeting will be conducted on 27/10/2020 (Time: 2pm) at Golden Jubilee Seminar Hall to select the IQAC Coordinator of our College for the forthcoming (3rd Cycle) reaccreditation procedures and to continue the quality enhancement programmes in the Institution.



Dr. SUMAN ALEXANDER
PRINCIPAL
ST. GREGORIOS COLLEGE
KOTTARAKARA



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MANAGER

Date..... 27-10-2020

NOTIFICATION

The Manager of St. Gregorios College, Kottarakkara, on recommendation of the meeting of Managing Board held on 22-10-2020 and as per the norms and guidelines of the National Assessment and Accreditation Council (NAAC), is pleased to reconstitute the Internal Quality Assurance Cell (IQAC) of St. Gregorios College, for a period of two years with immediate effect. The members of the college IQAC are hereby directed to function as a team with shared responsibility according to NAAC Guidelines, for effectively enhancing the quality of the college through systematic, concerted and responsible efforts. The IQAC is also requested to take focused effort and prepare the institution for the Third Cycle of Assessment and Accreditation following the timeline.

LIST OF IQAC MEMBERS

1	Chairperson and Head of the Institution	Dr. Suman Alexander
2	Vice- Principal	Mrs. Jiji Peter, Asso. Professor and HOD of English
3	Management Representative	Rev. Fr. J. Mathewkutty, Administrator
4	IQAC Coordinator	Dr. Sumi Alex, Assistant Professor and HOD of Commerce
5	Senior Administrative Officer	Johnson Koshy, Superintendant, College Office
6	Eminent person from Local Society	Smt. Aisha Potty, MLA, Kottarakkara
7	Nominee from Stakeholders (Parents)	Mrs. Geetha Sudhakaran, Vice- President, PTA
8	Nominee from Industrialists	Dr. Padma L. Suresh, Principal, BMM II College of Engineering, Sasthamcotta, Kollam District
9	Nominee from Employers	Dr. V.S. Rajeev, Director, VIJAYA HOSPITAL, Kottarakkara
10	Alumni Representative	Dr. Jacob Varghese Vadakkedam, Asso. Professor (Retd.)
11	Faculty Member	Dr. Seema S Nair, Asst. Professor of Statistics
12	Faculty Member	Dr. Francis Chacko, Asst. Professor and HOD of Chemistry
13	Faculty Member	Dr. Krishnakumar, Asst. Professor of Physics
14	Faculty Member	Dr. Remya R, Asst. Professor of Chemistry
15	Faculty Member	Dr. Sajeesh S, Asst. Professor of English
16	Faculty Member	Dr. Jubin Mattappallil, Asst. Professor of Malayalam
17	Faculty Member	Dr. Paul John, Librarian
18	Nominee from Students	Reni Royson, Research Scholar, Dept. of Commerce

DR. Sumi Alex
IQAC Coordinator

Dr. SUMAN ALEXANDER
PRINCIPAL

ST. GREGORIOS COLLEGE
KOTTARAKARA



MANAGER

MANAGER
ST. GREGORIOS COLLEGE
KOTTARAKARA

IQAC MEETING NOVEMBER 3, 2020

Prayer

: Dr. Sumi Alex (Coordinator)

Welcome

: Dr. Suman Alaxander (Principal)

Presidential Address

: Rev.Fr. Baby Thomas (Manager)

Felicitation

: Rev. Fr. J. Mathewkutty (Administrator)

Plan of Action:

- 1. Separate criteria discussion sessions with the newly constituted IQAC team**
- 2. Provide detailed feedback to each criteria on the basis of discussion and presentation**
- 3. Conduct a detailed inquiry on the accreditation related works and need of improvement**

Concluding Remarks: Rev. Fr. Baby Thomas (College Manager)

Vote of Thanks: Dr. Sumi Alex (Coordinator)

An IGAC meeting is arranged on 3/10/2020 at the XAAC Room in the presence of College Manager and Principal. All criteria members are requested to be present.

Time : 11 AM, 3/11/2020

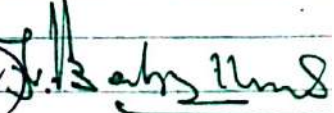
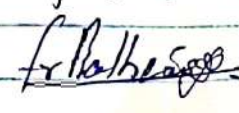
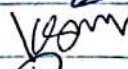
Venue : XAAC Room, St. Gregorios College Kottayam

Agenda:

1. To discuss future plan and actions under the newly reconstituted IGAC team.
2. To invite each criteria team for a brief summary of their work which has been already finished.

Report

Members Present

1. Rev. Fr. Baby Thomas (College manager) 
2. Dr. Juman Alexander (College Principal) 
3. Rev. Fr. J. Mathewkutty (Administrator) 
4. Dr. Sumi Alex 
5. Dr. Francis Chacko 
6. Dr. Seema S Nair 
7. Dr. Krishnakumar 
8. Dr. Remya R 
9. Dr. Jayesh S 

1
Rejini V. Kothu
SHARAD - R

Rejini
Shalaj
= 1-2-1
Hrushik
geet
Somy
JH

10. RESHMA ELIZABETH JACOB
11. Lancy Thomas Kulkarni
12. Geetha Thomas
13. Dr. Renu Soni S
14. Dr. Paul John
15. Plan of Action

1. Arrange separate criteria discussion sessions with the newly constituted IQAC Team. It will be continued on the working days starting from 5/11/2020
2. provide a detailed feedback report to each of the criteria based on their discussion and presentation sessions with the IQAC Team
3. Conduct a detailed inquiry on the Accreditation based works and activities going on in the college
4. Conduct an interactive session with the previous IQAC Coordinator to prepare a plan of the future activity and go through according to it.

IQAC MEETING NOVEMBER 6, 2020

Prayer

: Dr. Sumi Alex (Coordinator)

Welcome

: Dr. Suman Alexander (Principal)

Presidential Address

: Rev.Fr. Baby Thomas (Manager)

Felicitation

Plan of Action:

- 1. Correction and modification as suggested in the meeting after each criteria presentation**
- 2. Arrange detail discussion with criteria 4 and 5.**
- 3. Conduct an one day workshop on SSR presentation.**

Concluding Remarks: Dr. Suman Alexander

Vote of Thanks: Dr. Sumi Alex (Coordinator)

06.11.2020
NAAC Room

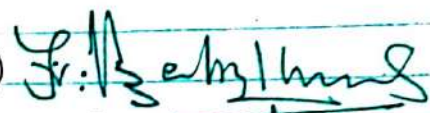
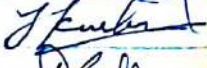
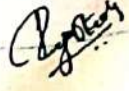
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An IGAC criteria wise meeting is arranged on 6.11.2020 at 10:30 at the NAAC Room. The College Manager and Principal will be present. All criteria members are requested to be present.

Date: 06.11.2020
Venue: NAAC Room

Agenda: NAAC Criteria Wise Presentation

Members Present:

1. Fr. Baby Thomas (Manager) 
2. Dr. Suman Alexander (Principal) 
3. Dr. Krishnakumar 
4. Dr. Sumi Alex 
5. Dr. Seema S. Nair 
6. Dr. Remya R 
7. Dr. Pave Gowd 
8. Dr. Rini Sam S 
9. Greetha Thomas 
10. SHARAJ. R 
11. Sneelakshmi Sajan 
12. Lany Thomas 
13. Dr. Rani S. Sharan 
14. Kevin Thomas Villots 
15. Dr. Vaseeh. S 
16. Dr. Fergus J. J. 
17. Anur Mahan 
18. REJANI V. KOSHY 

~~A-184AC~~

Plan of Action

1. Correction and modification in Criteria as suggested and recommended after each criteria presentation.
2. Arrange detail discussions with Criteria 4, and 5.
3. Conduct an One Day Workshop on SSR Presentation and find an suitable resource person.

IQAC MEETING JANUARY 1, 2021

Prayer

: Dr. Sumi Alex (Coordinator)

Welcome

: Dr. Suman Alaxander (Principal)

Presidential Address

: Rev.Fr. Baby Thomas (Manager)

Felicitaton

Plan of Action:

- 1. Upload 2019-20 AQAR within two weeks**
- 2. Self-Study Report should be submitted April 2021**

Concluding Remarks: Rev. Fr. Baby Thomas (College Manager)

Vote of Thanks: Dr. Francis Chacko

An IQAC meeting was arranged to submit the AQAR for 2019-20 in the presence of College manager and principal.
Agenda: 2019-20 AQAR Submission
 : SSR Submission

The following members were present:

Date: 1/1/2021 9:30am venue IOBC Room

1. Fr. Baby Thomas
2. Dr. Suman Alexander
3. Dr. Sumi Alex
4. Dr. Krishnakumar
5. Dr. Vema. S. Nair
6. Dr. Frances Charles
7. Dr. Penny. R.
8. Dr. Sajeesh. S
9. Anju Alex
10. Prince. P
11. K.K. Kuruvila
12. Shalaj. R
13. Dr. JUBIN MATTAPPALLIL
14. Dr. ELIZABETH JOHN
15. Tejo Peter
16. Reshma Elizabeth Jacob
17. Beena G. P
18. Dr. Archana G. R
19. Dr. Fegey John
20. Dr. John Parickur. V
21. Dr. Rani. P. Dhanan
22. Sneelakshmi Jayan
23. Kevin Thomas
24. Rejani V. Koshy

Manager J. S. Abr. W. G.
Principal, South
Co-ordinator!
~~Ice cream~~
~~Kenneth~~
~~Chapman~~
~~Russys~~
~~A. P.~~
~~Annie~~
~~Tony~~
~~Shalaj~~
~~Elizabeth Isho~~
~~Fresh~~
~~Ray~~
~~Jane~~
~~Ann~~
~~Mum~~
~~Blair~~
~~S. John~~
~~Kris~~
~~Peter~~

ST. GREGORIOS COLLEGE, KOTTARAKKARA
ONE-DAY WORKSHOP ON
SELF STUDY REPORT PREPARATION
ON JANUARY 27 2021

10 AM- Inaugural session

Prayer song

Welcome: Dr. Sumi Alex (NAAC Coordinator)

Presidential Address: Dr. Suman Alaxander (Principal, S.G College)

Benedictory Address: Fr. Baby Thomas (Manager, S.G College)

Felicitations: Dr. K.C Mathew

Vote of thanks: Dr. Sumi Alex (NAAC Coordinator)

10.45- Tea Break

11 AM-1 PM- Technical Session 1

Self-Study Report Presentation

Dr. I C K John (Former Principal Mar Thoma College, Tiruvalla)

1pm-2pm- Lunch Break

2 PM -4 PM- Technical Session 2

Self-Study Report Presentation

Vote of Thanks: Dr. Francis Chacko (HOD, Dept.of Chemistry)

Concluding Remarks: Dr. Suman Alaxander (Principal, S.G College)

Prayer and Benediction: Fr. Baby Thomas (Manager, S.G College)

ST. GREGORIOS COLLEGE, KOTTARAKKARA

ONE DAY WORKSHOP ON SSR PREPARATION

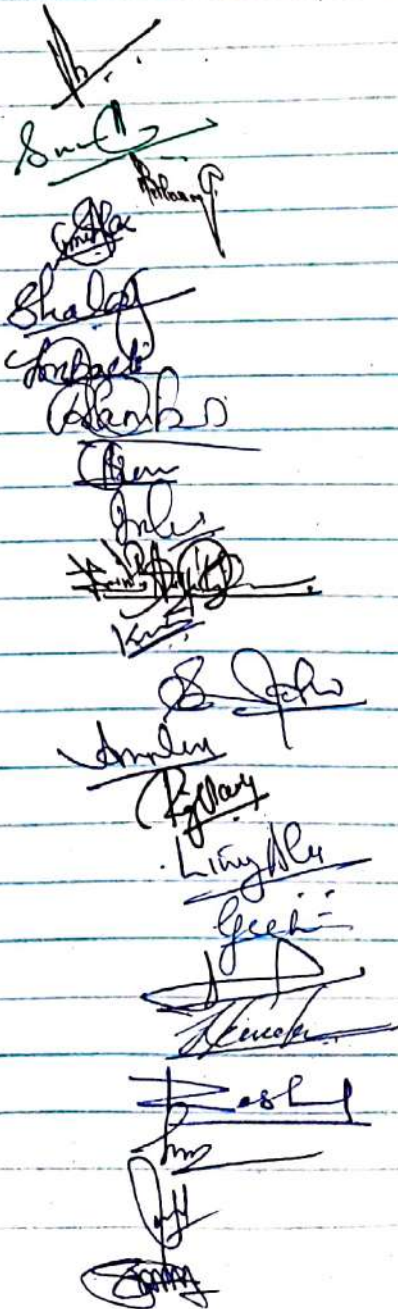
RESOURCE PERSON : DR. ICY K JOHN (Principal (Rtd))
(Marthoma College, Tiruvalla)

Organized by : IQAC, ST. GREGORIOS COLLEGE, KOTTARAKKARA

Date : January 27, 2021, Venue : IQAC Room

Members Present

1. Rev. Fr. Baby Thomas
2. Dr. Purnan Alexander
3. Dr. K.C. Mathew
4. Dr. Sumi Alex
5. Mr. Shalaji P.
6. Dr. Francis Chacko
7. Mr. Rani P. Dharon
8. Benet H. P.
9. Dr. Archana G.R.
10. Dr. Jubin M. Appalvi
11. Kevin Thomas
12. Sneelakshmi Gayan
13. Anju Alex
14. Rejani V. Koshy
15. Lincy Alex
16. Greetha Thomas
17. Dr. Sajith S
18. Lancy Thomas Karakas
19. Reshma Elizabeth Jacob
20. Dr. Fays John
21. Dr. Poo John
22. Dr. Rima Sun. S



- 23 Dr. Ranga R.
24 Dr. Krishnakumar V
25 Dr. Seema S. Nair

Ranga
Krishnakumar
Seema

ST. GREGORIOS COLLEGE, KOTTARAKKARA

IQAC MEETING 4th FEBRUARY 2021

Prayer

Welcome

Presidential Address

Felicitations

: Dr. Sumi Alex (Coordinator)

: Dr. Suman Alaxander (Principal)

: Rev. Fr. Baby Thomas (College Manager)

Plan of Action:

- 1. Immediate Implementation of Moodle Platform in all departments**
- 2. Uploading Course contents and enrolling all students in the Moodle Platform**
- 3. Complete all pending infrastructural works**
- 4. Criteria wise discussion and revision as suggested by the workshop on SSR
Preparation on January 27, 2021**

Vote of Thanks

: Dr. Krishnakumar V

04-02-2021

An IGAC meeting was arranged on 04-02-2021 at the NAAC room.

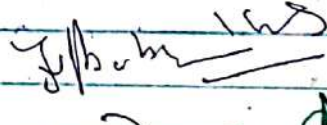
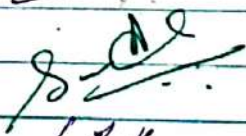
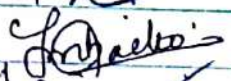
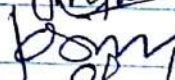
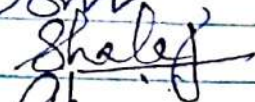
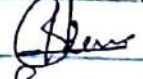
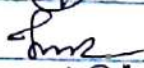
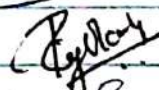
Venue: IGAC Meeting Room

Date: 04-02-2021

Agenda:

1. Implementation of Moodle Platform.
2. Discussion on Pending Infrastructural works

Members Present

1. Fr. Baby Thomas (Manager) 
2. Dr. Suman Alexander (Principal) 
3. Fr. Mathewkutty (Administrator) 
4. Dr. K. C. MATHEW 
5. Dr. Sumi Alex 
6. Dr. Francis Charles 
7. Dr. Krishnakumar V 
8. SHARAD R 
9. Beena C. P. 
10. Dr. Fussy Ith 
11. Dr. Jubin Mathappalli 
12. Dr. Pami P. Otharan 
13. ANJU ALEX 
14. REGANI V. KOSHY 
15. Sreelakshmi Gagan 

16. Assistant Engineer JACOB
17. Lining Alex
18. Dr. Archana G. R.
19. Dr. Ram Suresh S.
20. Dr. Ranga R.

Dr. J.
T. J.
Dr. R.
Dr. R.
Dr. R.

Plan of Action

1. Implementation and evaluation of Moodle Platform for all the departments of the college
2. Immediate creation of Reading reference works
3. Critical case discussion with board of recommendation expected with SSR preparation workshop
- 4.

NOTICE

A meeting of the IQAC criteria members is scheduled by the Manager on 24/03/2021, Wednesday at 11.00 am in the IQAC room. All the criteria members are requested to be present without fail.


23/3/2021

IQAC MEETING 24th March 2021

Prayer	: Dr. Sumi Alex (Coordinator)
Welcome	: Dr. Suman Alaxander (Principal)
Presidential Address	: Rev.Fr. Baby Thomas (Manager)
Felicitation	: Rev. Fr. J. Mathewkutty (Administrator)
	: Dr. K.C Mathew

Plan of Action:

1. Submission of IIQA on 29/03/2021
2. Final preparation and submission of Self Study Report

Concluding Remarks: Rev. Fr. Baby Thomas (College Manager)

Vote of Thanks: Dr. Francis Chacko

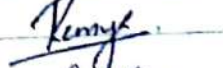
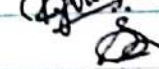
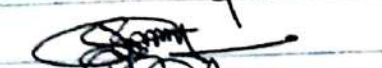
An IAAC meeting is arranged on 24.03.2021 at 11:00 AM in the NAAC room in the presence of the College manager and Principal.

Agenda: Discussion on IIAA submission

Venue: NAAC Room

Date: 24.03.2021

Members Present

1. Fr. BABY THOMAS (College Manager) 
2. Dr. Suman Alexander (College Principal) 
3. Dr. K. C. MATHEW 
4. Rev. Fr. J. Mathewkutty (Administrator) 
5. Dr. Sani Alex 
6. Dr. Francis Charles 
7. Dr. Jeyanth 
8. Dr. Krishnakumar 
9. Paul John 
10. Kevin Thomas Villoth 
11. RESHMA ELIZABETH JACOB 
12. Dr. Remy R 
13. Geetha Thomas 
14. REJANI V. KOSHY 
15. Sreelakshmi Jayan 
16. Dr. RINU JAMES 
17. Dr. Rani. S. Dharon 
18. Beena G. P. 
19. Dr. Jubin Mattappellil 
20. Dr. Fergy John 
21. Dr. Anshana G. R 
22. Lincy M. R 

Plan of Action

1. The IICA is proposed to initiate on 29/03/2021
2. Any pending work remains in any of the series criteria it should be finished as early as possible.