Minutes of IQAC meeting held on 10/8/2023

A staff meeting was held on 10/8/2023 at 3.30 P.M

Agenda: To constitute an IQAC Team.

The following members were selected as IQAC members.

1. Mrs. Sreekala V.T, Principal - Chairperson
2. Mr. Jees George - Coordinator
3. Mrs. Mini P.G - Assistant Coordinator
4. Members - Dept. level

Computer Science
1. Mrs. Simi K. Suliamam
2. Mrs. Jeessy M. Jose
3. Smt. Tisha John

Electronics.
1. Mrs. Ambika M.V

Commerce
1. Mr. Faizal. P. Khan.
2. Mrs. Bindurja. S

Academic Expert : Dr. Minu K.K, Associate Professor, Dept. of Mathematics, CE Poonjar.

Industry Expert : Sri. Juby Issac, Lunar Rubbers, Thodupuzha

Local Society Representative: Smt. Dolly Raju, President Muttom Gramapanchayth

Student Representative: Ludiya. S. Jacob BSc. Computer Science

Alumni Representative: Smt. Binny Thomas

The meeting was ended at 4.30 P.M.
Members present

1. Sreekala V T
2. Jisha John
3. Jees George
4. Jeessy M Jose
5. Simi K. Sulayman
6. Faizal P. Khan
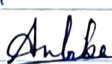7. MINI. P. G

Minutes of IQAC meeting held at on 10/10/2023

A meeting of IQAC was held on 10/10/203 at 3.30 P.M.

Agenda: 1) To discuss how to make the functioning of IQAC more effective and efficient
2) Steps to be taken for documentation in each criterion.

The committee discussed the ways to improve the functioning of IQAC. Each criterion was reviewed and discussed the various ways to obtain the data required for documentation. It was decided to enhance the student support and other aminities for students. Add-on courses for each dept. has already started. The committee decided to ensure maximum participation and maximum benefit to the students.

Members present

1. Sreekala VT Principal
2. Jess George
3. Simi K Suleiman
4. Jeessy. M. Jose
5. Anne Jacob Silja
6. Ambika. M.V
7. Mini. P.G
8. Bindhya s

Minutes of IQAC Meeting held on 03/11/2023

A meeting of IQAC was held on 03/11/2023 at 3.30 P.M.

Agenda : 1) To discuss the best documentation practices to be adopted in each department.

2) To speed up the process of data collection.

The Committee discussed the various methods to be adopted for proper documentation. This was based on an orientation program held at MES, Kochi for the principals and IQAC coordinators by IHRD. The Principal and coordinator explained the good documentation practices. The Committee decided to ensure proper documentation of data in each department. The meeting ended at 4:00 P.M.

Members Present

1. Sreekala VT, Principal
2. Tees George, IQAC Coordinator
3. Ambika. M.V, Ambika
4. Anne Jacob Silju
5. Jisha John   Jisha
6. Mini. P-G

Minutes of IQAC meeting held ~~at~~ on 26/3/2024 at 1.00 P.M

A meeting of IQAC was held on 26/3/2024 at 1.P.M

Agenda 1) To assess the progress in each criterion.
        2) To improve the speed of data collection
under each criterion -

        The committee assessed the progress in each criterion. It was found that data collection is progressing well in each criterion. It was decided to prepare a draft for each criterion before 30 - April - 2024.
        Since Smt. Mini P.G, criterion - in charge of criterion - 2 is transferred, the charge is handed over to Smt. Sindhu R, A.P in CS and Smt. Anju P. Das.
        The meeting ended at 1.30 P.M.

Members present
1. Sreekala VT, Prin- Jisha John   Jisha
2. Jees George IQAC Coordinator
3. Sreekala VT Principal.
4. Sindhu. R
5. Ambika M.V
6. Anne Jacob Silja
7. Anju P Das
8. Simi.k. Sulaiman