

2023-24

IQAC - Meeting

Date : 2/6/2023

Venue : IQAC Room.

- Agenda :
- ① Preparation of Action Plan.
 - ② Application for Mahaveer Award.

Minutes of the Meeting:

The meeting began with the introduction for the new academic year 2023-24. Dr. Anju. S. Matton, Co-ordinator, thanked the team members for the support for last year and requested for the continuation of the same. The team discussed the preparation of Action Plan and decided to task the departments of the same with a last date of 31st June. The meeting also decided to collect data for applying for Mahaveer Award, constituted by the Mahaveer Foundation, Chennai. The data for the award is to be submitted to the Govt. of Kerala, Higher Education Dept.

Members Present:

- Ms. Selva Anand S, Faculty Selva
- Ms. Anneoopa Jacob, Faculty AJ
- Ms. Anne Jose, Faculty AJ
- Dr. Mereena, Faculty Merina
- Dr. Anju. S. Mattoni, Coordinator Anju

Dr. S. Valsa. M. A, Principal

Valsa. M. A.
2/6/2023



2023-24

IOAC Meeting

Date: 7/7/2023

Venue: IOAC Room.

Agenda.

- ① Orientation Program Hosted by management.
- ② Multidisciplinary discourse series.

Minutes:

The meeting discussed the conduct of the annual Orientation Program for faculty members hosted by the Management. It was decided that the meeting is to be held on 8/7/2023. The IOAC team also discussed the conduct of the 1st session of the 1st Multidisciplinary Faculty presentation session. The session is to be held on 25/7/2023 and it would be lead by Ms. Parvathi, Asst. Prof. Dept. of Physics.

Members Present.

Ms. Anuroopa Jacob, Faculty

Ms. Anne Jose, Faculty

Ms. Silpa Anand.S, Faculty

Dr. Anju. S. Mathom, Coordinator

Dr. Sr. Valsu M.A, Principal.



Valsu M.A.
7/7/2023

2023-24

IQAC Meeting.

Date: 1/8/2023

Venue: IQAC Room.

Agenda.

① Conducting a Workshop on Research Methodology with the Dept. of History.

Minutes:

The meeting decided to host a Workshop on Research Methodology "Documenting and Interpreting the Past: Theory & Practice" in collaboration with Dept. of History. The resource person for the Workshop would be Dr. Rajesh K.P, Asst. Prof. Dept. of History, NSS College, Manjeri.

Members Present.

Ms. Anne Jose ~~Dr~~Dr. Meereena ~~Dr~~Ms. Silpa Anand. ~~Dr~~Ms. Anarose. ~~Dr~~Dr Anju, S. Matton, Coordinator ~~Dr~~

Dr. Sr. Valsa M.A., Principal.

Valsa M.A.
1/8/2023

2023-24

IQAC Meeting

Date: 4/9/2023.

Venue: IQAC Room.

Agenda:

- ① Preparation & Submission of Economic Review Report.
- ② Multi-disciplinary Faculty Presentation
- ③ Proposal for RUSA Funding.

Minutes:

The meeting decided to prepare & submit the Economic Review Report of the Year to the IC Office. Multidisciplinary faculty presentation was decided to be held on 26/9/2023 with Ms. Minjo David, Asst. Prof, Dept. of Economics as the resource person. The meeting also decided to prepare the first draft of RUSA Funding proposal. Decided to focus on the construction and renovation of the library for the RUSA Proposal.



Members Present.

Ms. Anne Jose ✓

Ms. Anuroopa Jacob ✓

Dr. Merena ✓

Dr. Anju. S. Malton ✓

Dr. Sr. Valsa M.A, Principal.

Valso M.A.
4/9/2023

2025-24

LOAE Meeting

Date: 3/10/23

Venue: LOAE Room

Agenda:

① Conduct of a Seminar on Research Methodology with English Dept.

Minutes:

Decision was made to host a Workshop on Research Methodology in collaboration with Dept. of English. The resource person was decided to be Mr. Bipin Thomas, Asst. Prof. Dept. of English, Christ College Irinjalakude.

Members Present

Ms. Silpa Anand S. *[Signature]*

Ms. Anuroopa Jacob *[Signature]*

Ms. Anne Jose *[Signature]*

Dr. Anju S. Mathan *[Signature]*

Dr. Sr. Valsa M. A.

Valsa M. A.
3/10/2023



2023-24

IQAC Meeting

Date: 1/11/23

Venue: IQAC Room

Agenda:

- ① Preparation of Annual Administrative Report.
- ② Annual Report to Calicut University
- ③ Presentation of AQAR by various heads

Minutes:

The Annual Administrative Report was prepared and submitted to the DC Office. The data collection for the same was decided to be commenced. The collection of data for AQAR to the Calicut University has also to be done simultaneously. Decision was also made to begin the presentation of AQAR data by the various heads.

Members Present:

Ms. Silpa Anand ~~Silpa~~

Ms. Anuroopa

Ms. Anne Jose ~~Anne~~Dr. Mercena ~~Mercena~~Dr. Anju. S. Mattora ~~Anju~~

Dr. Sr. Vaba, M. A, Principal

Vaba, M.A.
1/11/2023

2023-24

IOAC Meeting

Date: 4/12/2023

Venue: IOAC Room

Agenda:

- ① National Conference in collaboration with depts. of History & Political Science.
- ② Begin uploading AISHE data.

Minutes:

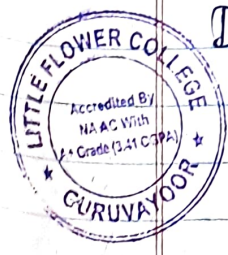
It was decided that a National Conference on the topic "Democracy & Minority Rights in India: Issues, Challenges and Way Forward" is to be held on 8/12/2023 in collaboration with the departments of History & Political Science. It was also decided that the data for AISHE survey is to be collected and start uploading.

Members Present:

- Mrs. Silpa Anand. S. *SM*
- Mrs. Anshroopa Jacob *AP*
- Mrs. Anne Jose *AM*
- Dr. Mareena *Flaviana AA*
- Dr. Anju. S. Mathom. *Anju*

Dr. Br. Valsa M.A, Principal

Valsa M.A.
4/12/2023



2023-24

IQAC Meeting

Date: 4/1/24

Venue: IQAC Room

Agenda:

- ① Uploading NIRF data
- ② Final Revision and uploading of RUSA
- ③ Conduct of "Sashita Sametam" Program.

Minutes:

The data collected for NIRF was checked and decision for final upload was made. The final revision of the data for RUSA funding application was done and it was decided to upload the data. The proposal for "Sashita Sametam" project, a program initiated by the Govt. of Kerala was presented in the meeting. It was decided that the college would host the program with an exhibition by all the Science departments and would host around 50 students from nearby schools. The program was proposed to be held on 11th January.

Members Present.

Ms. Anne Jose

Ms. Anusooa Jacob

Dr. Selva Anand.S.

Dr. Merena

Dr. Anju S. Mattom, Coordinator

Dr. Sr. Valsa MA, Principal



Anju
Valsa MA
4/1/2024

2023-24

IQAC Meeting

Date: 5/2/24

Venue: IQAC Room

Agenda

① Orientation Program on CU-FYUGP for the faculty.

Minutes: ② AISHE uploading

With the decision to begin Four Year UG Program by next academic year in all colleges by the Calicut University, it was decided by the IQAC that an Orientation program would be held for the faculty. Mr. Justin James, Board of Studies Member, and Asst. Prof of Dept. of Computer Science was decided to be the resource person.

The final uploading of AISHE survey was also decided to be done at the earliest.

Members Present.

Ms. Anne Jose ~~Dr.~~

Ms. Annsopa Jacob ~~Dr.~~

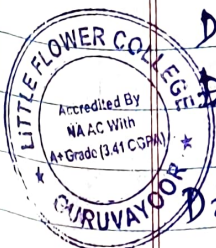
Dr. Silpa Anand.S. ~~Dr.~~

Dr. Sr. Mereena. ~~Flaviane DA.~~

Dr. Anji. S. Matton, Coordinator ~~Dr.~~ Anji

Dr. Sr. Valsa. MA, Principal

Valsa. MA.
5/2/2024



2023-24

IQAC Room

Date: 1/3/24.

Venue: IQAC Room

Agenda:

- ① Final uploading of RUSA
- ② Final uploading of KSHCE Survey
- ③ Final uploading of KIRF.
- ④ International Seminar ~~in~~ collaboration with Mathematics Dept.

Minutes:

The data collection for RUSA, KSHCE survey and KIRF was finalised and decided to upload. An International Seminar in collaboration with Mathematics dept was proposed and decided to be held. The topic of the seminar would be "Advances in Mathematics" and would be held on 14/3/2024. The resource persons for the program would be Dr. Sasi Gopalan, Prof & HOD, Dept. of Mathematics, CUSAT. and Dr. Sayooj Aboj, Post Doc Fellow, Phuket University, Thailand.

Members Present.

Ms. Anuroopa Jacob

Ms. Aine Jose

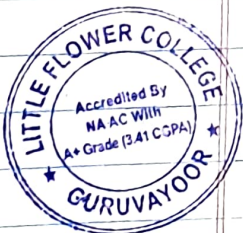
Dr. Silpa Anand. S.

Dr. Meena

Dr. Anju. S. Mathom, Coordinator

Dr. Sr. Valsa. M.A, Principal.

Valsa M.A.
1/3/2024



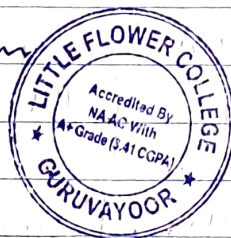
Action Taken Report 2023-24.

- ⊕ The following actions were taken during the academic year 2023-24 as per the discussions in the IQAC meetings.
- ① Prepared the Annual Action Plan of the College.
 - ② Applied for Mahaveer Award, constituted by Mahaveer Foundation, Chennai.
 - ③ The Annual Staff Orientation Program for the Academic Year 2023-24 was organised by IQAC and hosted by the Management on 8/7/2023.
 - ④ Organised a session of "Reflections and Retrospections" on 25/7/2023. The resource person for the session was Ms. Parvathi, Asst. Professor on contract, Dept. of Physics and the topic was "Discovering Beyond Through James Webb Space Telescope".
 - ⑤ A Workshop on Research Methodology "Documenting and Interpreting the Past: Theory and Practice" in collaboration with Dept. of History was held on 17/8/2023.
 - ⑥ Economic Review Report for the year 2022-23 was sent to the DC Office.
 - ⑦ Organised a session of "Reflections and Retrospections" on 26/9/2023 and Minju David, Asst. Prof. Dept. of Economics was the resource person.
 - ⑧ First report of RUSA funding was sent.
 - ⑨ Workshop on Research Methodology was

- held in collaboration with Dept. of English
- 10 Annual Administrative Report was submitted to the DC Office.
 - 11 Annual Report of the year was submitted to the Calicut University.
 - 12 Criterion wise presentations of the AQAR data was made.
 - 13 A National Conference on 'Democracy and Minority Rights in India' was organised in collaboration with Depts. of History & Political Science on 8/12/2023.
 - 14 NIRF data was uploaded.
 - 15 Final Report of RUSA was submitted.
 - 16 "Sashtra Sametham" Program, an initiative of Govt. of Kerala, was hosted by the college on 11/1/24.
 - 17 An Orientation Program on CU-FYDGP was organised for the faculty on 20/2/24.
 - 18 AISHE Survey data was submitted.
 - 19 KSHEC Survey ⁽²⁰²²⁻²³⁾ was submitted.
 - 20 NIRF Ranking data by the Govt. of Kerala was submitted.
 - 21 An International Seminar "Advances in Mathematics" was organised on 14/3/2024.

Dr. Anju ^{Anju} S. Matton

IQAC Coordinator



Dr. Sr. Valsa M.A.

Principal

Valsa M.A.
27/3/2024