

Minutes and Compliance to the resolutions taken in the IQAC meetings 2019-20

(I) IQAC meeting held on 29-08-2019 at 2.30 pm

Agenda : Finalisation of action plan for the academic year 2019-20

Members Present

1. Mr. Biju Mathew
2. Dr Govind Raj K
3. Dr. Sachin P James
4. Dr. Santhosh S
5. Dr. Ninette Rolence
6. Dr. Sheeba. P. S.
7. Dr. Sreejith M Nair
8. Dr Godwin Samraj D P

Decisions:

- Each criterion coordinator presented a brief proposal of action plan.
- Decided to convene department coordinators meeting to discuss and finalise the action plan
- Distributed criteria wise questionnaire to conveners to collect inputs for AQAR

(II) IQAC meeting held on 03-12-2019 at 3.00 pm

Agenda: Discussion on AQAR

Uploading of NIRF data

Members Present

1. Mr. Biju Mathew
2. Dr. Sheeba. P. S.
3. Dr. Sachin P James
4. Dr. Santhosh S
5. Dr Govind Raj K
6. Mr. Anup Antony
7. Dr. Sreejith M Nair
8. Dr Godwin Samraj D P

Decisions:

- Discussed the AQAR in detail.
- Following decisions were taken after discussions.
 - Discussed and finalised the inputs obtained from departments
 - Finalised the list of course coordinators for each paper.

- Responsibility of course coordinator is to prepare question bank, evaluate the progress of the course, publish mark list, consolidate and upload internal marks.

(III) IQAC meeting held on 13-12-2019 at 3.30 pm

Agenda: Finalisation of AQAR 2019-20

Members Present

1. Dr. Santhosh S
2. Mr. Anup antony
3. Mr. Biju Mathew
4. Dr. Sreejith M Nair
5. Dr Godwin Samraj D P

Decisions:

- Directions are given to Criterion coordinators to prepare excel format for data inputs.

(IV) IQAC meeting held on 20/01/2020 at 1.30 pm

Agenda: Evaluation of the best performing department award

Members present:

1. Mr Joseph S Daniel
2. Dr. Dhanaraj P V
3. Dr. Biju Mathew
4. Dr. Sachin P James
5. Dr. Govindraj k
6. Dr. Ninette rolence
7. Mr. Anup antony
8. Dr. Sreejith M Nair
9. Dr Godwin Samraj D P

Decisions:

- Discussed about the evaluation of Best performing department award 2020
- The committee evaluated all the activities carried out by different departments during the academic year 2018-19 and finalised an evaluation scheme.

(V) IQAC meeting held on 05/02/2020 at 3.00 pm

Agenda: Evaluation of the proposals of Minor Research Projects

Members present:

10. Mr Joseph S Daniel
11. Dr. Dhanaraj P V
12. Dr. Biju Mathew
13. Dr. Sachin P James
14. Dr. Govindraj k
15. Dr. Ninette rolence
16. Mr. Anup antony
17. Dr. Sreejith M Nair
18. Dr Godwin Samraj D P

Decisions:

- Discussed about the evaluation of Best performing department award 2020
- The committee evaluated all the activities carried out by different departments during the academic year 2018-19 and finalised an evaluation scheme.