

INTERNAL QUALITY ASSURANCE CELL
MAR IVANIOS COLLEGE (AUTONOMOUS)

**The -IQAC FQC Meeting held at 10:00am on 13.04.2021 in the Conference Hall
discussed the following matters in detail**

AGENDA

1. Welcoming of Newly appointed IQAC Coordinator, Dr Vivtoria PK
2. AQAR Submission for the year 2018-19 & 2019-20
2. Qualitative improvement report presentation by FQC heads.
3. Any other item permitted by the Chair.

INTERNAL MEMBERS

SI No	Name	Department & FQC
1	Dr Jijimon K Thomas	Principal
2	Dr Cherian John	Vice Principal
3	Dr Sonia Mol Joseph	Chemistry Convener Criteria 1
4	Lt. Dr Regina Sibi Cleetus	Commerce Convener Criteria 2
5	Dr Suboj Babykutty	Zoology Convener Criteria 3
6	Dr S .R Sanjeev	Journalism Convener Criteria 4
7	Ms Reny Skaria	English Convener Criteria 5
8	Rev. Fr Shoji Varghese	Tourism Convener Criteria 6
9	Dr Suju C Joseph	Chemistry Convener Criteria 7
10	Dr Tom Thomas	Physical Education EXTENDED PROFILE
11	Mr Manasse Benny	Tourism DOCUMENTATION

12	Dr Sajith Kurian	Chemistry DOCUMENTATION
13	Dr Arun Lawrence	Commerce DOCUMENTATION
14	Dr Victoria P K	Botany IQAC Coordinator

MINUTES

1. The IQAC meeting started with a silent prayer. The list of members attended the meeting is attached. The Principal Dr. Jijimon K Thomas welcomed the newly appointed IQAC coordinator and all members to the meeting.
2. It was decided to extend the data collection work for AQAR 2018-2019 and AQAR 2019-2020 as the NAAC has extended the date of submission to 31st May 2021.
3. The Faculty Quality Circle members were asked to present the reports of their progress with respect to AQAR 2018-2019 and AQAR 2019-2020.
4. Based on the report by the FQC, IQAC emphasized the need for
 - a. Updating the Website details at the earliest
 - b. An infrastructural 10 years master plan needs to be created for the college.
 - c. Women cell restroom needs immediate maintenance.
 - d. Ceiling fans for the faculty in 4th floor of main block is urgently needed.
 - e. Smart boards need to be installed in more classes. Teachers need to be provided with Digital Writing pads
 - f. Department of commerce needs maintenance of computers.
 - g. Development of a Research wing for the Department of English.
 - h. Animal house of Department of Zoology needs maintenance.

The meeting came to a close at 12.30pm.

ACTION TAKEN REPORT

1. A Website advisory committee was appointed under the leadership of Dr R Selwin Joseyphus
2. Animal House maintenance was immediately taken up by the college management.
3. Digital writing pads were purchased to enhance the online teaching.
4. Women cell restroom maintenance was immediately undertaken

IQAC COORDINATOR

13.04.2021