

PARAMARSH SCHEME
MAR IVANIOS COLLEGE (AUTONOMOUS)
MEETING OF THE PARAMARSH SCHEME STANDING COMMITTEE held
at 2:30 pm on 14 January 2020

AGENDA:

1. Welcome - Dr. Georgee K I (Principal, Mar Ivanios College & Associate Professor, Department of Commerce)
2. Introductory Remarks - Rev. Dr. Gigi Thomas (Former Principal and Assistant Professor, Department of Mathematics/Accreditation Ambassador)
3. Discussions:
 - a. Launching and Implementation of Paramarsh Scheme
 - b. Visit to Mentee Institutions
 - c. Appointment of Project Assistant
 - d. Any other item
4. Vote of thanks - Dr. Jijimon K Thomas (Head and Associate Professor, Department of Physics)

MINUTES:

1. A meeting of the Standing Committee of PARAMARSH (UGC) was held on 14th January 2020 at 2:30 pm. The meeting started with a silent prayer and was presided over by the Principal
2. The Principal welcomed the special invitees and other members.
3. Rev. Dr. Gigi Thomas the Accreditation Ambassador explained the scheme and its financials in detail.
4. College received project sanction 2 months ago and intimation of project fund release last week.
5. All the six colleges currently undertaken in the PARAMARSH scheme are Unaided. Current profile of the institutions is being taken for initial study through their IQAC.
6. UGC has clarified by email that there is no guideline preventing the appointing of the Accreditation Ambassador from within the college faculty pool.
7. Clarification is needed as the fund utilization timeline ends by March 2020 while the funds are yet to be credited. Due to the new PFMS scheme, all transactions need to be done via bank.
8. A letter must be send to UGC notifying the start of the program as January 2020 and request for an extension for a period of 1 year.
9. Five Guest Lectures and Four Workshops per college need to be conducted.
10. MoU has been signed with all Six Colleges. Few colleges have requested for an Inauguration function which may be attended by Standing Committee members.
11. Representatives from all Six Colleges can be invited by email request to visit Mar Ivanios College Campus for an orientation. TA can be provided from the fund. They must be provided with a handbook detailing the scheme and steps to undertake. Academic calendars need to be checked for preparing program chart.
12. Faculty from nearby colleges can be called in to one college for guest lectures. All faculties over 1 year experience in the college are considered as permanent by NAAC.

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- 13.** Mentee Institution must be evaluated bimonthly by mentor and all reports generated by mentee institution must be documented.
- 14.** Colleges applying first time need not submit AQAR. 6 Year old College with 3 Pass out batches is eligible to apply for accreditation. Geotag has been introduced to avoid malpractice.
- 15.** MIC Website can be updated to add a new PARAMARSH page to update the activities

- 16.** Actions Planned
 - a.** One day Visit by College representatives to Mentor Institution (Feb 4th, 6th or 7th whichever is convenient). Request must be send inviting the Principal, IQAC coordinator and IQAC member. Study Material Handbook and 5 Months Action plan must be mentioned.
 - i.** Topic for One day Session:
ORIENTATION SEMINAR FOR UGC-PARAMARSH SCHEME FOR MENTEE INSTITUTIONS
 - Overview and Need for Quality Assessment
 - NAAC Philosophy
 - Revised Accreditation framework of NAAC
 - Individual Mentee Report Presentations (Problems and concerns)
 - ii.** Resource Person for One day Orientation
 - Dr. Gabriel Simon
 - Dr. S V Sudheer
 - Dr. Vineetha Sabu (Kerala coordinator-NAAC)
 - Dr. Ajaykumar
 - Dr. Rasia
 - Dr. Latha Pillai (NAAC Advisor)
 - iii.** Design of Brochure for the visit
 - b.** Mentor visit to each individual colleges (March, April or May)
 - Give an introduction to the college staff similar to the intro given in one day session at MIC
 - c.** One Day Seminar/ Orientation at Mentee Institution
- 17.** Next Statutory meeting to be held after the completion of the 3 programs already decided and with the presentation of Action Taken Report
- 18.** Meeting ended with vote of thanks by Dr. Jijimon K Thomas