MINUTES OF MEETING OF IQAC

Date: 26-10-2021

Time: 3.00 PM

Venue: Seminar Hall

A meeting of the Internal Quality Assurance Cell was held at 3.00 PM on Tuesday, 26th 0ctober 2021 in the seminar Hall.

Members present:

1) Fr. Denny Cholappallil (Principal)
2) Fr. Chacko Kochuparambil (vice principal)
3) Mr. Bijumon Scaria
4) Sr. Vincy Joseph
5) Mr. Mohammed Anees
6) Mr. Unnikrishnan
7) Ms. Vanessa Beatrice Isaacs
8) Ms. Adithya
9) Ms. Sneha
10) Ms. Keerthi
11) Mr. Sibin Joseph
12) Mr. Midhun
13) Ms. Sneha

The meeting began at 3:00 pm. Mr. Bijumon Scaria, IQAC convener welcomed all the members to the meeting. Fr. Denny Cholappallil (principal), IQAC Convener and the other members discussed the submission of IQAC files from all departments of our college. Everyone shared their ideas. Following decisions were taken against each item.

Agenda:

1. Preparation of department file
2. Serial numbers to all equipment's
3. Criteria wise file

Decisions:

1. Principal and IQAC convenor briefed the preparations of the file and to give priority for department file submission
2. Principal informed that to ensure the serial numbers to all furniture and electronic equipment's of our college.
3. It was decided to collect detailed information of criteria wise files.

Sr. Vincy Joseph, HOD psychology, proposed the Vote of Thanks. The meeting came to an end by 4:00 pm.