

IQAC Meetings Report 2019-20

Date	Meeting	Agenda	Action Taken
10.06.2019	Meeting of the IQAC Core committee	- Evaluation of NAAC Report - Discussion on how to effectively improve IQAC activities	- Maintained registers for events teacher achievements - Administrative staff achievements & students achievements - Student IQAC constituted
11.06.2019	Meeting with the HOD's	- Continuation of Accreditation works - Discussion on guidelines circulated	Bridge course completed & report submitted
12.06.2019	Meeting of the IQAC core committee	- Budget allocation for department Activities - Functions of student IQAC	Student IQAC meetings held regularly & organized programmes
13.06.2019	Meeting of the IQAC core team with principal	Fund allocation	- Funds sanctioned to departments as an when required - Fine arts Teams selected & given practice
18.06.2019	Department IQAC meeting	Academic year planning presentation by departments	- Departments conducted bridge course remedial classes - Extension activities & submitted proposals for National seminars & student projects
21.06.2019	Meeting with Assistant professors	Conduct of model PSC test	Model PSC test conduct
26.06.2019	Meeting of the IQAC core committee	Policies & Decisions for the year 2019-20	- MoU signed with Radio Mattoly - NET Coaching

	with the manager & Principal		programme conducted Physics Staff room shifted
27.06.2019	Meeting with research advisory committee	- Journal Subscription - Budding researcher Programme FLAIR - Academic Year plan	Journals on the UGC Site subscribed
27.06.2019	Meeting with the Department of commerce	Internal Financial Audit	Audit report submitted
28.06.2019	IIInd Year student IQAC meeting	Organization of Weekly programmes.	Organized a one hour programme on every week Volley ball tournament
02.07.2019	Meeting with HoD's	KSCSTE student project proposals	KSCSTE student project proposals submitted
26.07.2019	Meeting with Carrier guidance	Placements	Placement drives organized
21.08.2019	IQAC core committee meeting	Evaluation of accreditation related works	Criteria discussed
31.08.2018	Student IQAC	Onam Celebration	- Onam Celebrated - Expenditure presented on 24.09.2019
04.10.2019	Department IQAC meeting	End semester presentation of the IQAC	End semester presentation of the IQAC conducted on 05.11.2019
18.11.2019	Department IQAC meeting	AQAR preparation	AQAR presented before the council on 17.03.2020

30.01.2020	Meeting with student IQAC, Union Chairman & Fine Arts Secretary	• Election Literacy Programme • College Fest • Excellence Day • Science Day celebrations	• Election Literacy Programme • College Fest conducted • Excellence Day celebrated • Science Day celebrated
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10/6/19

Meeting of the IQAC Core team.

Agenda :

- Evaluation of NAAC report
- Initial discussions on how to effectively improve IQAC activities.

- 1) Ms Sharon Rose Sharon
- 2) Mr George Thomas George
- 3 Dr. Rakesh. Kalia Rakesh
4. Dr. Joseph K. Joty Joseph
5. Dr. Geetha Antony Geetha

→ The existing core committee continues.

New members : Ms. Lisha A, Mr. Princy Joseph.

Purchase : Dr. Rajeev Thomas.

Construction : Dr. Thomas Monoth.

Renovation :

→ Events Register, Teachers Achievements Register, Office Staff Achievements Register and Student Achievements Register shall be maintained. Once a week Ms. Trisha will collect information from all departments. Copy of the events that are approved by the Principle and submitted to him can be entered directly.

→ In the HODs meeting decisions about how to incorporate NAAC criteria in the department activities should be discussed.

→ Student IQAC constitution:

* Two representatives from each class.

* Constitute an Executive Committee

- * A seven member Executive Committee shall be constituted:

Two students from degree first year, second year and third year respectively, and one student from PG.

Representation of students from all departments is mandatory

- Frequency of meeting: As and when required.

→ Create a whatsapp group for IQAC.

→ RUSA - KSDC is the agency - detailed estimate is yet to come.

IQAC coordinator is the approving agency of RUSA.

→ Feedback system: All 5 levels shall be taken

- * Changes can be made according to the requirement of the College.

* Incharge: Dr. Rakesh Kalra

- * Suggestion: Conduct random qualitative analysis along with the proper feedback form.

→ Academic Planning of departments:

- * Submit the yearly plan.

* IQAC will monitor quarterly - format has to be set for this.

- * Budget / Fund for the activities has to be discussed.

- Set the Academic Plan for the College
- * Activities have to be conducted with the view that 2019-20 is the Silver Jubilee year of the College.
- Create a Student Repository which includes all details of the students.
- * Chalk out a plan to include an "Employment Bank" Facility for all students including the alumni.
 - * A software shall be bought for the IQAC.
 - * More discussions on the subject is required with the Mr. Sabu O J
 - * Discuss the possibilities of making the Employment Bank, a Best Practice of the College.
- Coordinator: Mr. George Thomas.

→ Mails received by the IQAC from various sources shall be forwarded to the departments as and when required.

→ More discussions have to be done on Budget allocations

→ The yearly internal audit has to be done

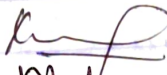
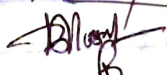
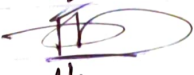
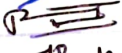
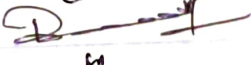
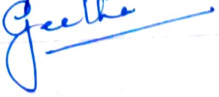
- The IQAC shall give a list of registers to be maintained in each department. (Students details, Progression, Result etc.)
- AISHE has to be updated in September.
- "Auropath" : source for programs, activities, etc.
- Dr. Rakesh is given the responsibility to ~~for~~ pursue the same.

11/6/19

Meeting with the HODs

Agenda

- Continuation of Accreditation works with a view to acquiring A⁺ grade after 5 years.
- Discussion on guidelines circulated

1	Murey Ignatius	
2	Joseph K.J	
3	Biju Joseph	
4	Prince Philip	
5	Rakesh Kalra	
6	Bindhu K. Thomas	
7	Sharon Rose	
8	Rajitha Xavier	
9	Reji Francis	
10	Biraj Joseph	
11	Rajeev Thomas	
12	Bibin Jir	
13	Divya Mathan	
14	Geetha Antony	

→ The IQAC Guidelines were discussed in detail.

→ It was decided that the ~~an~~ outpasses shall be issued to the students who wish to leave the campus early. The outpass shall include the name, class and purpose of leaving early. The security shall collect the outpass and submit it to the Principal.

- Report of the Bridge Course should be submitted to the IQAC after the completion of the course.
- HODs have to submit the names of the students selected to the Student IQAC.
- More discussions are required on fund allocation.

12/6/19 Meeting of the IQAC Core Committee.
 Agenda: • Budget/Fund for department activities

- Decide the functions of Student IQAC.

- 1) George Thomas Geo
- 2) Sharon Rose Sharon
- 3) Lisha A Lisha
- 4) Binoy Joseph Binoy
- 5) Geetha Antony Geetha

→ Need to discuss fund allocation with the Principal.

→ Student IQAC shall assist the IQAC in all its activities.

→ On 14/6/2019 an induction program for guest lectures will be organized.

→ On 14/6/2019 a mock PSC test will be conducted for the second year degree students.

4
 The induction programme and the model PSC test are postponed to 21/6/19 as per the convenience of the resource person.

Action

The Core Committee had a meeting with the Principal and took the following decisions

13/6/19. Meeting of the IQAC core team with the Principal.

Agenda: Discuss fund allocations

Mr. George Thomas

George

Dr. Joseph K J

Joseph

Mr. Binoy Joseph

Binoy

Dr. Geetha Antony

Geetha

1. Funds will be sanctioned to various Departments as and when required.
2. Cultural programmes could be organized team selections could be done - funds will be allotted for this.
3. Also the fine Arts Co-ordinator could plan the talent show with coupon.
4. Certificate courses - need to be discussed in the council and BOG meeting and minuted.
5. Arrangements for a better staffroom and lab for the Dept of Physics will be discussed with the Manager and action will be implemented without delay.

Dr. Maria

Dr. Maria Martin Joseph
Principal

15/6/19 Discussion and demo presentation of the software campus key by Nex Information Technology Pvt Ltd, Technopark, Kozhikkode.

Ms. Lisha A

Mr. George Thomas

Dr. Geetha Antony

Dr. Maria Martin Joseph

Mr. Rashid (999570215), Territory Manager, NEX
 Management → create courses
 Student → create batch

~~Signature~~
 Geetha

~~Signature~~

18/6/19 Academic Year Plan Planning - Presentation by Dept.

1. Presentation by Dept. of English

1. Remedial classes are proposed after a thorough research analysis.
2. Dept has already prepared the syllabus of Bridge Course.
3. Dept plans to conduct pre and post tests in the duration of Bridge Course.
4. Dept. has decided to conduct three certificate courses.
5. Extension services by the Dept. will be continued.
6. Dept. also plans to send proposal to U.G.C to conduct National Seminars. Discussion took place to conduct different seminars.

Dept of Mathematics

- "Each one teach one" programme - an innovative teaching extension activity will be conducted this year also.
- Alumni Interaction from each Batch (25 Batches) will be done.
- ≡ ~~Feedback~~ Collecting & feedback from the Parents, Students, Alumni etc for the ~~the~~ improving the quality of teaching
- Association Inauguration will ~~be~~
- National Mathematic Day Celebration
- Inter Collegiate Quiz Competition
- Ever rolling trophy
Sigma Ever Rolling Trophy
- ~~MOU~~ MOU with - Saudi Arabian University
International Collaboration
- Seminars competitions etc
- Mathematics Fest
- Puzzles in one day one Friday
- Budding Research Programme
- Research Publication -
Research papers - Group discussion
Project papers also should be written
in tune with research methodology
- co guidance

~~Dept of~~

Summer Fellowships

Net coaching and JAM Coaching

Computer Science

Fest and National Seminar etc ✓

Association Inauguration ✓

Net coaching from December onwards

Dept level placement cell in Collaboration

Young Innovator Programmer Remya & Pritin

Dept of Chemistry

Orientation - Bridge

June -

Arjun Johny

July - Bridge Course Course etc

A Manual will be ~~pre~~ prepared
Certificate course

August - Alumni Interaction

- Project of budding researcher

Sept 16 - Ozone Day

- Association Inauguration

- Budding researcher

- Industrial visit

- National Seminar

Feb 28 World Science Day

Dept of Commerce

Fest, Seminar

Friday

June - the seminar conducted (AEC)

National Seminars — in the pipeline.

Building Research Programme —
collaboration with IIM, Calicut
Internship —
Industrial visit

Alumni Interaction —
Planning.

Extension activities Investor Awareness
programme.

CMAA etc Coaching in
collaboration with

— Publication research papers —

— Inter collegiate Quiz Programme

— Consumer Day — Dec 24

— Flash Mob etc

— Career Guidance Cell

— Certificate Course — Diploma

— B Voc — under consideration

Student IQAC

Dept of Physics & Dept of Zoology
will present the same on 20/6/19,
3.40 pm + 4.15 pm.

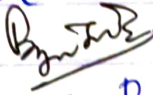
20/6/19 Dept of Physics — Discussed the academic
year plan.
3.40 pm -
4.15 pm

HOD & nominated members from Depts.

Discussed the academic year plan.

Name

Signature

1. Dr. Mercy Ignatius (not discussed)
2. Mr. Biju Joseph 
3. Dr. Bindhu K Thomas ✓ 
4. Dr. Thomas Monoth ✓ 
5. Mr. Regi Francis ✓ 
6. Dr. Rajeev Thomas ✓ 
7. Dr. Rakesh Kalia ✓ 

Please handover the required documents remaining to be submitted if any.
(Urgently needed - academic year plan)

19/6/19 IQAC submitted the faculty and student details on the NHERC portal (online) for as on 2018-19.

21/6/19 3:45pm Meeting with junior (Assistant Prof.) teachers
 - on the conduct of model PSC test in 4 halls.
 - Charges are given
 - instructions to be printed and given
 - mentoring report to be made common.
 - next time test QP can be made in Series A, Series B, Series C, Series D model.

- | | |
|------------------------|----------------|
| 1. Mr. Toby K. Joseph | Shm |
| 2. Mr. Sharon Rose | Shm |
| 3. Mr. Binoy Joseph | Shm |
| 4. Ms. Jisha TE | Shm |
| 5. Ms. Lisha A | Shm |
| 6. Mr. Bibin Jose | Shm |
| 7. Mr. Sapu OJ | Shm |
| 8. Mr. Regi Francis | Shm |
| 9. Ms. Rajitha Xaviera | Shm |
| 10. Dr. Remya Krishnan | Shm |

Halls for exam

Teacher incharge

Auditorium (100) - Dept. of Computer Science

Room # 105 (60) - Mr. Binoy & Mr. Regi

II BCom classroom (50) - Ms. Rajitha & Dr. Remya

20. Room # 204 (30) - Ms. Sharon & Mr. Toby

Please stick to the instructions strictly.

26/6/19

1.40pm.

Meeting of IQAC Core Committee with the Manager and Principal

Agenda: Policies and decisions for the year 2019-20.

1. Reconstituted the IQAC composition combining core committee and Dept IQAC.

Chairman

: Dr. Maria Martin Joseph

Coordinator

: Dr. Gretha Antony Pullan

Core - Committee

(Advisory Board Members)

Dr. Joseph K J Mercy Ignatius *[Signature]*

Dr. Joseph K J *[Signature]*

Dr. Rakesh Kalia *[Signature]*

Mr. George Thomas *[Signature]*

Members

Ms. Sharon Rose (English) *[Signature]*

Mr. Binoy Joseph (Mathematics) *[Signature]*

Ms. Mercy Ignatius (Zoology) *[Signature]*

Ms. Lisha A (Computer Science) *[Signature]* Mr. Bibin Jose *[Signature]*

Ms. Rajitha Xavier (Commerce) *[Signature]*

Dr. Linet Rose (Chemistry) *[Signature]*

Ms. Ansha Shaji (Physics) *[Signature]*

Stake Holder Representative

Student IQAC executive ~~to select from IQAC~~ *[Signature]*
PTA executive

Industrialist

Mr Vinod K Jose, Editor, Caravan

External expert

Dr Jose KM, Retd. Principal, NMSM Govt College, Kalpetta

Local Community Representative

Sri A M Sathyan

Office (Administrative Representative)

Mr Joy Joseph

Management Representative

Rev. Fr. George Mylador, Manager

Office Assistant

Ms. Jinsha Zacharias

2. New self financing courses will be introduced as and when Govt sanctions.
3. Dr. Remya discussed the status of BVoE on line application - decision is pending
4. PEN-R to be continued as one of the best practices; & action immediately needed to strengthen the same for better output.
5. Budding Researcher Programme (BRP) to be focused as the next best practice; as election mode stopped to be one.
6. Decided to have quarterly presentation to monitor the execution of academic year plans of Depts, & to conduct

- annual academic audit and mock visit evaluation (similar to NAAC peer team visit) (y.wise completion of registers)
7. Internal financial audit to be conducted every year; consult Dept of Commerce.
 - 8 Mr Bibin Jose discussed the status of YIP.
 - 9 Research Advisory Committee with RRNG (Rusa Research Network Group) to convene meetings to discuss ^{method} popularize BRP, and FLAIR, MoU (Maths), & Collaboration.
 - 10 IIT Madras's proposal for training programme to be considered and to be conducted on an experimental basis. Funds could be raised through registration fee, sponsorship and management aid + SWF aid. Dept of Chemistry could organize the same.
 - 11 Dept could organize programmes with sponsorship and management aid and SWF aid
 - 12 Physics staff room to be shifted after discussion with the room arrangement committee.
 - 13 In every week, other than Fridays, one day could be events' day. On that day, period will be shortened and time 1.00 pm - 2.00 pm could be used for organizing programmes.

14. Computer Science Dept. to advertise its NET coaching programme, ~~so that~~ attracting the attention of the public.
15. No setting up media centre, shifting and arranging more facilities to Dept. (infra-structure) to be considered after RUSA constructions.
16. Principal took the responsibility of the effective functioning of grievance redressal cell for continuous Evaluation.
17. Support structure and services are to be maintained and allocated on priority based. Teachers organizing any programmes could request to Principal, the necessary support (equipments and technical) and services ~~for~~ on the previous day of the programme.
18. Exploit all the possibilities of signing an MoU (Mathematics Dept. to take the initiative) for collaborations, co-authored papers.
19. About attendance marking : students participating in any event outside the college, representing the college, should be marked 'a' for absent. Mentor should be very careful ~~and~~ while preparing their attendance percentage. Mentor should enter details in the attendance register and either count these days attendance for these students ~~or~~ percentage should be calculated.

without counting these days (Total no. of working days for these students = total no. of working days - no. of days these students were absent)

20. Ms. Jinsha Zacharias is appointed to be the full time office assistant to IQAC.
21. Photos and reports/certificates of events are to be sent to IQAC mail for documentation purposes. iqacmmc@gmail.com.
22. Intervals between periods could be increased.
 1. Dr Joseph K J ~~Not~~
 2. Dr Rakesh Kalra ~~Not~~
 3. Mr George Thomas ~~Not~~
 4. Ms Leisha A ~~Not~~
 5. Dr Geetha Antony Pullen ~~Not~~
 6. Dr Maria Martin Joseph ~~Not~~
 7. Fr. George Mylador ~~Not~~

27/6/19 Meeting with Research Advisory Committee
1.20pm coordinators and RRNG members

Agenda : journal subscription
budding researcher programme
FLAIR
Academic year plan

Dr. Joseph K J
Dr. Shaju P P

~~Not~~
~~Shaju~~

27/6/19
2.00 pm

Meeting with the Dept. of commerce
on internal financial audit

1) 1. Mr Regi Francis, 2. Dr. Remya Krishnam
and 3. Dr. Sr Anay Bindhu & Thomas
- members of Internal Financial Audit
Committee

2) Decided to conduct interim internal audit
in October and in June.

1. Regi Francis

Dr

2. Rajitha Xavier

P

3. Remya Krishnam

R

27/6/19
2.20 pm

Meeting with ~~the~~ for making PEN-R
and weekly programmes effective

Ms. Reshma Rajan

Reshma
27/6/19

27/6/19
3.45 pm

Meeting with the Dept. of Chemistry on
IIT web lab proposal

1. Linet Rose G

Linet

2. Ashlat Simon

Ashlat

3. Dinya Mathew

Dinya

28/6/19
1:10 pmII yr. student IQAC meeting

- Agenda : ① Selection of executive committee members (4 in no.)
- Best practices ② Budding Researcher Programme
- ③ PEN-R
- ④ Every week activity
- ⑤ feedback on model PSC test and follow up
- ⑥ winners' felicitation

1	Amal Raj N K	(II) chemistry	
2	Malavika Suresh	(II) BA English	
3	Nanya Nair	II BSC Mathematics	
4	Samual	II BSC Computer science	
5	Angha Sridhakar	IInd Chemistry	

To be continued on July 1, Monday.
(couldnot; so will continue later)

Dept of Physics made a proposal for an international conference.

Committee for Weekly - programme

Ms Reshma Raj
Ms Sharon Rose
Mr Adarsh
Mr Akhil

Reshma
Sharon
(Physical Edn.)
Adarsh

17/7/19

2/7/19
11.00 AM

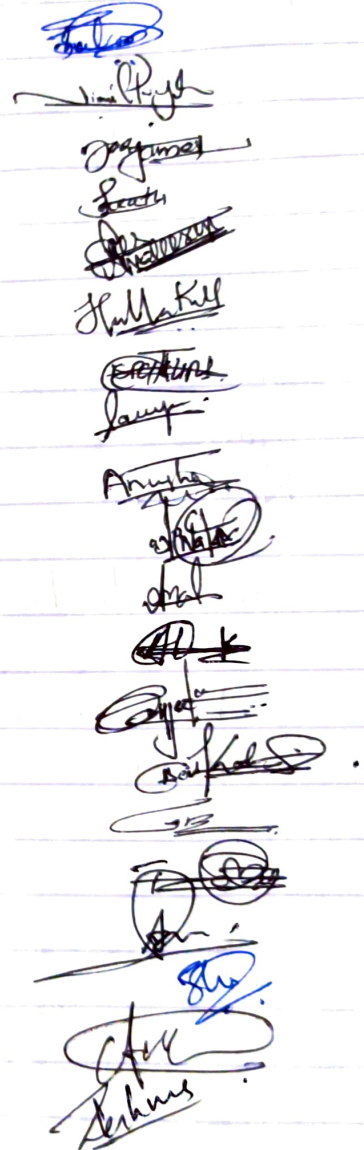
Meeting with Student IQAC

Agenda : weekly Programme

Members Present

Signature

- 1 shalini . P
- 2 Nimit Prityesh
- 3 Mary James
- 4 Sarath . C . N
- 5 Anil Abraham.
- 6 Fathima Hannah
- 7 Jisra kurjumon
- 8 Navya Nai
- 9 Samuel Benny Varghese
- 10 Malavika Suresh
- 11 Anmol Jose George
- 12 Alok . k
- 13 Anjana . C . H
- 14 Benno Thomas
- 15 Galice . K
- 16 Tony Tom
- 17 Anju Varghese
- 18 Sharon Rose
- 19 ANAND K . M (Dept. of Physical Education)
- 20 KESHNA RAS (Dept. of Computer Science)



- Decided to organize a volleyball tournament on 6/7/19.

2/7/19 Meeting to discuss KSCSTE Student
1.30 PM project proposal

- Bridhu K Thomas
Muz Ignatius
S/o. D. G.
Dr Linet Rose

S. D.
P
S. D.
L. S.

- Decided to ^{submit} send a project proposal from each from the Depts of Chemistry, Physics, Maths and Zoology before 15/7/19 so that we the institution could send it before the last date i.e. 20/7/19. (SPYTiS-II of KSCSTE)

2/7/19
2.30 PM - formation of BOG and PMU for RUSA

4/7/19
10.00am

Social Media Champion(SMC) for AISHE

Mr. Bibin Jose is appointed the SMC of our college.

8/7/19 Student IQAC & weekly-programme in charges meeting

Agenda : Cultural programme on 11/7/19 and coming weeks programmes.

Members present

SARATH C.N
Anagha Sudhakar
Amal Raj N.K
Alok K
Arijana C.H
Shalini P
Samuel Benny Varghese
Amal Jose George
Akhila V. Augustine
Amartha Jayakumar
Goma Jolly
Jessa Kurjuman
Anit Mathew
Joel Jose
Beano Thomas
Galicek
Fathima Hannah
Amal Abraham
Malaleka Suresh
Ms Reshna Ray

Signature



























10/7/19 Research Advisory Committee meeting

Agenda

1. FLAIR - applications for participating in Seminars / Conferences etc.
2. Sponsoring agencies for conducting Seminars

1. Shaju P P Shaju
2. Rakesh Kalia Rakesh
3. Sijo. A. K. Sijo
4. Joseph K. J. Joseph
5. Geetha Antony Geetha
- 6

Committee Re-Constituted

1. Dr. Mercy Ignatius
2. Dr. Bindu
3. Dr. Shaju P P Shaju
4. Dr. Geetha Antony (ICAC Coordinator)
5. Dr. Rakesh Kalia Rakesh
6. Dr. Thomas Monoth
7. Dr. Sijo. A. K.
8. Dr. Linet ~~Abramson~~ Rose J
9. Dr. Joseph K. J. (Convener) (Co-ordinator)
10. Dr. Remya Krishnan

15/7/19

Student IQAC meeting with in charges for Weekly - Programme

Agenda: This week's programme - 'Anchoring Contest' - announcement & suggestions

Name	Class	Signature
1. Shalini P	11 th BSc Physics	
2. Malavika Puresh	11 th BA English	
3. Nimit Poojesh	11 th BSc Physics	
4. Amal Jose George	11 th B. Com	
5. Amal Rag N.K	11 th BSc Chem	
6. Anagha Sudhakari	"	
7. Samuel Benny Varghese	11 BSc Computer Science	
8. Alok K	11 BSc Zoology	
9. Aranya C.M	11 BSc Zoology	
10. Ant Mathew	11 BSc Chemistry	
11. Anantha Jayakumar	11 BSc Chemistry	
12. Mary James	11 BA English	
13. Akhila V. Augustine	11 B.Sc Computer Science	
14. Soma Jolly	11 B.Sc Mathematics	
15. Anju Varghese	11 th BSc physics	
16. Navia	11 BSc Maths	
17. Divya Mathan	Dept. Chemistry	
18. Ashlat Simon	Dept. Chemistry	
19. Adarsh M	Dept. Physical Education	

Ms. Alida (Dept. of English) and Mr Akhil (Dept. of Malayalam) are in charge of the Programme.

Next week's programme will be 'Tug of War' competition. In charges are Ms. Divya, Mr Ashlat and Mr Adarsh.

15/7/19 Meeting with Core Committee members

Agenda

1. Applying for Seminars/workshops/conferences availing funds from various agencies
2. Criterion wise discussion - creating and storing photos and reports under various heads

1. Ansha Shajee
2. Venit Rose J
3. Rajitha Xana
4. Sharon Rose
5. Bibin Jose
6. Shinya P

flyer
Leaf
Shiny
ry
Shinya

Dr Rakesh & Mr Prabhu to assist
Ms. Divya & Mr Ashlet "
Ms. Shahina to assist

Decisions

① Every Dept. will prepare a Seminar proposal by July 31, 2019.

② Mathematics Dept. will be in charge of Criterion II and Dept. of English that of Criterion VI, all other Depts. to follow the old assigned ones.

③ In 20 days time, teachers in charge of criteria will create files and folders required in their criterion and will send the same to IQAC mail (By Aug. 10)

22/7/19 Meeting with student IQAC, weekly programme in charges, literary club co-ordinators

Agenda :

1. This week's programme
2. Literary club formation

Name	class	Signature
Shalini P	11 th Bsc Physics	
Nimil Priyesh	II nd Bsc Physics	
Sarath C.N	III CS	
Malavika Suresh	II nd BA Eng	
Ajith Varghese	IV th Bsc phy	
Fathima Hummel	II nd B.Com.	
Sona Jolly	II nd B.Sc. Mathematics	
Mary James	IV BA English	
Tisra Kurisumon	III - B-com	
Angha Sudhakar	II nd Chemistry	
Nanya Nair	II Bsc Mathematics	
Samuel Benny	II Bsc. Computer science	
Amal Abraham	II Bsc Maths	
Amal Raghav	II nd BSc Chemistry	

Keshma Ray

Tanya V.S

ADRSB.H.M

Dept of CS

"

DOO. P.E

Tanya V.S
22/7/19
for
22/7/19

22/7/19

Literary club Formation and election.

Elected the following members to as office bearers. And decided to organize a formal inauguration of the club and its activities.

Secretary :

Department Co-ordinators :

English -
 Mathematics -
 Zoology -
 > Computer Science -
 Commerce -
 Chemistry -
 Physics -

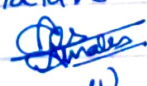
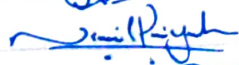
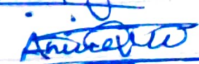
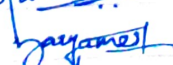
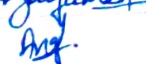
23/7/19

Meeting with student IQAC

Agenda : ① Formation of Dance club - organizing workshops, Selecting teams for University competitions and practice. Incharge: Ms. Anupama

② SWAYAM - On line courses - maximum number of students to enrol. Incharge: Ms. Sharon

③ Next week's programme - Friendship Day special - Dept. of Computer Science in charge.

Name	Class	Signature
1. Amal Abraham	II BSc. Mathematics	
2. Nimit Prigesh	II BSc. Physics	
3. Samuel Benny	II BSc computer science	
4. Fathima Hannah	II nd B.Com.	
5. Mary James	II B A English	
6. Anagha Sridhakar	II nd Chemistry	

7	Sarath. C.N	III CS	Sarath
8	Jisra kursuman	III - B.COM	Jisra
9	Joel Jase	"	Joel
10	Uma Jolly	III rd Maths	Uma
11	Anupama K.K.	Department of Zoology	Anupama
12	ROHINI M	Dept. P.E	Rohini
13	Tanya V.S	Department of CS	Tanya
14	Keshma Raj	Dept of CS	Keshma
15	Akshil & David	Dept of Malayalam	Akshil

Decided to conduct 'Best Anchor' contest on 25/7/19 instead of 'Tug of War' competition as decided earlier.

Also it is decided to celebrate 'Friendship Day' on 2/8/19.

2.00pm. Meeting with Mentor Co-ordinator

Agenda : ① Make mentors, as many of them are new in the field, aware of their duties
 ② Mentors to take initiative to enrol students of their class in not less than 3 clubs.
 ③ Organize orientation class for mentors.

Dr. Pr. Bindhu k Thomas Bindhu

2.30 pm

Meeting with Software consultant

emdot minictech Pvt Ltd.

Fluor KA 8281922344

7034745004

EMBASE Cloud Application

— Ms. Lisha A to conduct a feasibility study, and to point out software shortcomings while adapting to our institution.

— To organize a demonstration before the College council at the earliest, include Librarian and office staff.

send The revised DBR and the required documents sent by email and by courier are reported as not received. Hence we required to send a whatsapp copy of the courier to RUSA 2.0

25/7/19

Nehru Yuva Kendra — District Youth Parliament - competition on 29, 30 & 31 of July 2019. Navya Nair & Anmol (II Maths) to lead the team of not less than 5 students.

12.30 pm

Meeting with Dr. Shaju PP & Dr Rakesh (WWS & CG Cell Co-ordinators) to discuss

T-Horizon placement package

26/7/19

Dr Rakesh Kalia, Co-ordinator CG Cell

Dr. Shaju PP, Co-ordinator WWS

to assist Ms. Sharon & Ms. Reshma & Mr Akhil in organizing the T-Horizon placement package.

29/7/19 Mentors' meeting at Principals' office - Sr Bindhu Co-ordinates
 30/7/19 Demonstration of a software - Ms. Lisha Co-ordinates
 1/8/19 Orientation of class for Iyr. students by T Honzon -
 Ms. Sharon Co-ordinates

29/8/19 Student IQAC meeting with the fine arts
 Co-ordinator Dr Joseph K J

Agenda : Cultural Activities, Selection of University teams etc.

Name	Class	Signature
1 Namil Praveen	II nd Physics	Namil Praveen
2 Mary James	III rd English	Mary James
3 Akhila V Augustine	III rd B.Sc Computer Science	Akhila V Augustine
4 Sidharth B	I st BA English	Sidharth B
5 Jilsha Yonsaf	I st BA English	Jilsha Yonsaf
6 Sourav P. V	I st BSC Computer Science	Sourav P. V
7 Peshma	II nd BSC Computer Science	Peshma
8 Anantha Jayakumar	III rd BSc Chemistry	Anantha Jayakumar
9 Anjana C. K	II nd BSc Zoology	Anjana C. K
10 Delbin Babu	I st Bsc Mathematics	Delbin Babu
11 Megha Pramod	I st BSc Mathematics	Megha Pramod
12 Shalini P	I st Bsc Physics	Shalini P
13 Aravind N. K	I st Bsc Chemistry	Aravind N. K
14 Sarath C. W	II computer Science	Sarath C. W
15 Anagha Dinush	I st BSc Physics	Anagha Dinush
16 Gayathri Suresh	I st BSc Chemistry	Gayathri Suresh
17 Anisha Sudhakar	II nd Chemistry	Anisha Sudhakar
18 Vyshnav P. Dinush	I st Bsc physics	Vyshnav P. Dinush
19 Jisra Kurumon	III rd B-com	Jisra Kurumon
20 Anil Raj N K	II nd chemistry	Anil Raj N K

30/7/19 Demonstration of automation software

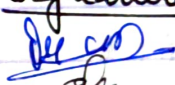
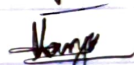
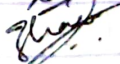
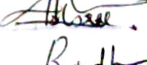
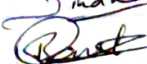
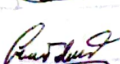
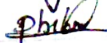
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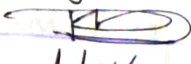
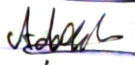
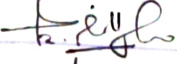
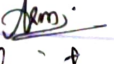
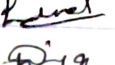
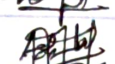
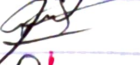
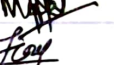
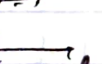
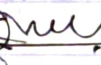
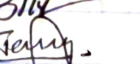
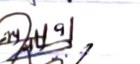
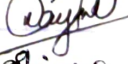
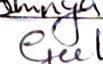
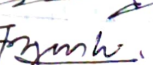
4.00pm

Agenda

- (1) To point out the shortcomings of the software
- (2) To point out our institution's requirements
- (3) To discuss annual maintenance and other problems of the software we may encounter in future.

Members Present

<u>Name</u>	<u>Dept/Post</u>	<u>Signature</u>
1. Joy Joseph	Office	
2. Georg Thomas	English	
3. Manju Joseph	CS	
4. Lisha A	CS	
5. Jisha T R	CS	
6. Regi Francis	Commerce	
7. Ramya Krishnan M.	Commerce	
8. Rajitha Xavier	Commerce	
9. KESHMA RAJ	CS	
10. Sharon Rose	English	
11. Toby K Joseph	"	
12. Gijo A. K.	Physics	
13. Bibin Jon	CS	
14. Viduna V.D	Mathematics	
15. Dilsheek	Mathematics	
16. Bindhu K. Thomas	"	
17. Bennet Stephen	Mathematics	
18. Akhil P. David	Malayalam	
19. Achy Thomas	Office	
20. Philomina	Office	

	Name	Dept.	Signature
21	Prince Philip	Physics	
22	ADARSH M	Physical Education	
23	Benison Challenge K	Computer Science (Tech Asst)	
24	Armin Abraham	Chemistry	
25	Unit Rose	Chemistry	
26	Dinra Mathew	Chemistry	
27	Ashat Simon	Chemistry	
28	Anish Charles	Office	
29	George Sebastian	"	
30	Dr. Surge	"	
31	Joset Mathew	"	
32	Martin Joseph	"	
33	Jensha Zacharias	"	
34	George Baby	"	
35	Thomas Monothu	C.S	
36	Shajin P P	Journalism	
37	Biji Joseph	English	
38	Rakesh Kalia	Hindi	
39	Joseph K. J	Malayalam	
40	Tanuj V.S	Computer Science	
41	Midhula K	Computer Science	
42	Shahina K	"	
43	Nayana N.P	Mathematics	
44	Shinya P	Mathematics	
45	Geetha Antony	Statistics	
46	Murey Ignatius	Zoology	
47	Bhanupriya R	Zoology	
48	Anupama K.K	Zoology	
49	Ansha Shajee	Physics	
50	Johnson C.I	Clerk	
51	Rygeev Thomas	Chemistry	
52	Fr George P.V.	Librarian	

21/8/19 Meetings with Dept. IQACs

Agenda

1. Status of National projects submission
2. Criterion discussion
3. Mentoring Reports of Classes.

Dept. of CS

1. Biton Jon
2. Lisha A

Dept. of Physics

1. Ansha Shajee
2. Prince Philip

Dept. of Chemistry

1. Linet Rose J
2. Dinya Mathew

Dept. of Mathematics

1. Shinya P
2. Binoy Joseph

Dept. of Commerce

1. Regi Frans.
2. Ramya Krishnan M.

Malisha A : to prepare a feedback and report on the software demonstrated.

Dept. to create folders and files criterion wise if not done already.

Follow up of National Level Seminars application

Mr Binoy : To organize BOG, PMC meetings (RUSA).

Status of projects → to discuss on 6/8/19.

Ms. Ramya : To apply for B.Voc courses for next academic year.

Mentoring reports : Dept. to prepare for the Tqm.

7/8/19 Meeting with the students who participated in the District Level Youth Parliament conducted by Nehru Yuva Kendra.

1. Navya Nair
2. CHRISTNA MATHEW
3. ATHUL PETER JOSE
4. CHRISTOE JOSEPH
5. AMAL ABRAHAM
6. AMAL JOSE
7. TARUN C MATHEW

Longa
ch
Adar
H. J. &
Amal
Jer
Des
Indira

Decisions

1. Prepare a report of the camp and present before the college council community at the earliest. (if possible on 5/8/19 Monday)
2. Collect a list of volunteers for tutoring and other services, the college wishes to provide.
3. Discuss with the authorities to make this our outreach programme.
4. ²⁰ D²⁰ Dresses for the kids (60 in number) 'Onakkodi' (2 pairs), Onam celebrations & Used books collection.
5. Get Ms. Sreedhanya (IAS recipient from Wayanad) and Mr. Umesh IAS as resource persons to our college.
6. To conduct mock parliament in the college.

6/8/19 Meeting with Network Office Automation Committee, Librarian, & office representative

3.40pm

Agenda

1. Issues in buying the demonstrated software
2. Problems that may be encountered in future
3. How to solve these and include the solutions while writing the contract?
4. Annual maintenance.

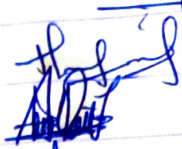
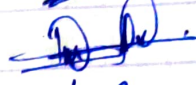
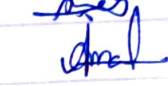
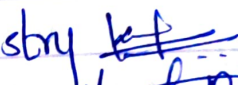
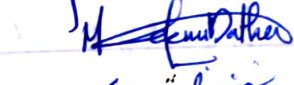
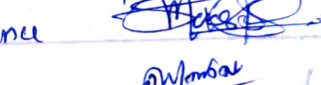
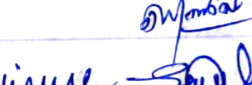
1. Fr. George P.V. Fr. George
2. Joy Joseph Joy Joseph
3. Benison Chelanga K Benison Chelanga K
4. Midhula K Midhula K
5. Lisha A Lisha A

Decision

16/8/19 It is decided not to pursue with buying any additional softwares, as the office has already bought a software in this year. The vendor could be approached for updation. On 6/8/19, the network & automation committee held a meeting and decision is taken based on their suggestion.

Ms. Lisha A (Co-ordinator, N & A Committee) Lisha A

20/8/19 Students to participate in the Youth Talk with Mr. Rahul Gandhi, Wayanad M.P

		<u>Signature</u>	
<u>Name</u>	<u>class</u>		
1. Chris Joe Joseph	II BA		
2. Athul Jose	II BA		
3. Christina Mathew	II Bsc		
4. V. P. DIBIN	I zoology		
5. Ashish Thomas Alex	III Bcom		
6. Amal Jose George	II B.Com		
7. Krishna priya P	I year chemistry		
8. Meenu Mathew	II BA		
9. Aparna D Nair	I BA English		
10. Snehalakshmi M.B	I BSc Comp-Science		
11. Sidharth B	I BA English		
12. Sowmya P.V	I BSc Comp-Science		

- Decided to put an announcement of the event in the notice board and in social media on 20/8/19.

- Students to register their names with Mr. Sharon or Mr. Reshma on or before 12.00 pm 22/8/19. Themes except Animal Husbandry and Tourism could be opted.

- Competition to be held on 26/8/19 (Monday) - questions will be asked.

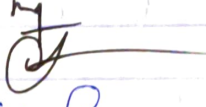
- Winners to be given training on a selected theme after group discussion among groups.

- Amal Abraham (II Maths) - Student Co-ordinator

21/8/19 Meeting with the IQAC Core committee members :-

- Agenda :
- ① Preparation of a list of requirements in the respective criterion to be circulated among departments
 - ② Status of Seminar Applications & Student Project (KSCSTE)
 - ③ National Sports Day (Aug 29th) celebrations
 - ④ Youth Talk - competition (Presentation on 26th Aug. 2019)

1. Rego Francis
2. Ansha Shajee
3. Bibin Jose
4. Gibby Joseph
5. Masey Ignatius
6. Linet Rose J.
7. Sharon Rose

By
Chairman

Prof
Linet
Sharon

Decisions

- ① List will be prepared before 26/8/19.
- ② National Seminars - not yet applied
- ③ Student projects sent already a number of communications as yet from KSCSTE
- ④ Fund for seminars is to be collected in college level and every year this could be used by one or two Depts for conducting interdisciplinary seminars. - needs to be discussed in the advisory board.

22/8/19 Dr. Rakesh Kalia to select 13 students to present in the national seminar on "Quality Enhancement and Sustenance" at GSS Jain College for Women, Chennai-T. on 6th Friday Sep. 2019.

1.30pm Meeting with the Research Scholars in Zoology
Agenda: student achievements report

1. Navya Gopal ~~Amey~~
2. Syzha Dineshan ~~Amey~~
3. Aswami Ayumath ~~Amey~~
4. Sujata P.S. ~~Amey~~

- Mr. Bennet Stephen of (Dept. of Mathematics) is required to make a feasibility study on sending students for internships under MTTS.

- Mr. Regi Francis (Dept. of Commerce) will co-ordinate teams for RBI - National level essay competition on "Non-banking finance in India - Regulatory Challenges and Concerns".

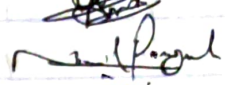
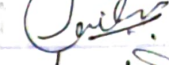
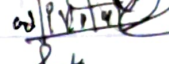
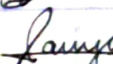
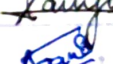
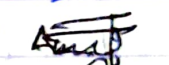
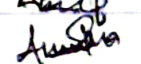
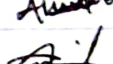
24/8/19 Saturday Meeting of the students participating in the youth talk with teachers in charge: Ms. Reshma & Ms. Sharon at 1.30 pm.

- | | | |
|--------------------|-----------------------|-----------------|
| 1. Amal Abraham | BSc Maths | Amey |
| 2. Navya Nair | " | Amey |
| 3. V.P. DIBIN | 1st BSc. Zoology | Amey |
| 4. Sidharth B | 1st BA English | Amey |
| 5. Sourav P.V | 1st BSc comp. science | Amey |
| 6. Krishna Priya P | 1st BSc Chemistry | Amey |
| Sham Ravi | Dept. of English | Amey |
| Reshma Raj | Dept. of CS | Amey |

24/8/19 - Meeting of the student IQAC

Agenda:-

- 1) Inter departmental Badminton Competition
- 2) Meeting on 26/8/19 to form an executive and on duty celebration

1. Anad Abraham	II Bsc maths	
2. Namil Priyosh	II Bsc Physics	
3. Shalini P	"	
4. Nishanth. R. Dinesh	I st Bsc Physics	
5. Anagha Dinesh	1 st Bsc Physics	
6. Malavika Ganesh	(I) Functional English	
7. Sasath. C. N	III Cs	
8. Navya Nair	II Bsc Maths	
9. Aravind. N. K	1 st Bsc Physics	
10. Samuel Benny	I Bsc computer science	
11. Anurutha Jayakumar	II Bsc Chemistry	
12. Anit Mathew	"	
13. Bhoomika. A. R	I Bsc zoology	
14. Megha Pramod	I Bsc Maths	
15. Alok. k	II nd Bsc. Zoology	
16. Anjana CM	II nd Bsc. Zoology	

27/8/19 Meeting of the student IQAC

Agenda:-

① Celebration of National Sports Day on 29/8/19 - to be present at 9.30 am sharp.

② Executive committee formation
 ↳ Video coverage of the complete programme
 ↳ responsibility (Mathew Jomon)

< See next page >

26/8/19

Presentations

1. Anmol Abraham
2. Sidharth B
3. V.P. DIBIN
4. Anmol Paul
5. Nayal P
6. Anagha Shaji
7. Namita Steny
8. Sreelakshmi R
9. Sona Jolly
10. Sourav P.V
11. Jeswin Joseph

II Maths
I BA English
1st Zoo

2nd Zoo
2nd Chemistry

III Chem
III Chem

I CS
1st Maths

Ist CS

III CS

~~Per~~
~~gymnase~~
~~1st~~

~~2nd~~
~~2nd~~

~~III~~
~~III~~
~~I~~

~~1st~~
~~1st~~

~~I~~
~~I~~

~~III~~
~~III~~

27/8/19

1. Ansi KT
2. Tisra Kurjannor
3. Anagha Dinush
4. Anagha Indhakar
5. May James
6. Sidharth B
7. Amutha Jayakumar
8. Advind N.K
9. Sourav P.V
10. Delbin Babu
11. Anmol Ragnik
12. Samuel Penny Varghese
13. Anju Varghese
14. Sona Jolly
15. Megha Pramod
16. Chalice

IInd Maths

IIIrd B-com

1st BSc Physics
IInd Chemistry

IIIrd English

I BA English

IIIrd BSc Chemistry

1st BSc Chemistry

1st BSc comp science

2nd BSc Maths

IInd BSc Chemistry

II BSc comp science

IIIrd BSc Physics

IIIrd BSc Maths

Ist BSc Maths

IIIrd Zoo

~~1st~~
~~1st~~

~~III~~
~~III~~

~~1st~~
~~1st~~

~~II~~
~~II~~

~~III~~
~~III~~

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~~III~~
~~III~~

~~1st~~
~~1st~~

~~1st~~
~~1st~~

~~2nd~~
~~2nd~~

~~II~~
~~II~~

~~II~~
~~II~~

~~III~~
~~III~~

~~III~~
~~III~~

~~I~~
~~I~~

~~III~~
~~III~~

17	Joel Jose	III rd Bcom
18	Vyshnav. P. Dinesh	I st Bsc physics
19	Shalini. P	II nd Bsc Physics
20	Malavika Suresh	II BA English
21	Allen Cyril	II BA English
22	Anil Mathew	III Bsc Chemistry
23	Tony Tom	III Bsc Physics
24	Narya Nair	II Bsc Mathematics
25	Amal Abraham	"

[Handwritten signatures and marks on the right side of the page]

Decided to celebrate Onam on 03/08/19
 AN and 04/08/19 FN with games
 on 03/08/19 and cultural programmes (Onappattu)
 on 04/08/19.

	I ^{gr}	II ^{gr}	III ^{gr}
Eng.	I ^{gr}	II ^{gr}	—
Maths	✓	—	— Anil
Too.	✓	—	✓
CS	✓	—	—
Commerce	✓	—	—
Chem.	✓	—	—
Physi.	✓	—	—

26 Anil Praveesh IInd Bsc Physics *[Signature]*

03-09-2019

Agalath	2nd Chem
Anagha	1st Maths
Dibin	
Samu	2nd Zoo
Niraja	1st Chemistry
Anand	

21/08/20	
Anil Shankar	2nd Maths
Bhavana	1st Zoology
Anil Shankar	2nd Eng
Anil Eng	2nd Chem
Kayalthe	1st Chem

First aid - Dibin, Samuel

Lemon & Speen	2nd
Akhila	1st C.S.
Anja	2nd Phy
Malavika	1st Eng
Anagha	1st Phy
Shruthi	1st C.S.

P. pilane fight -

Isel	2nd B. Com.
Galie	2nd Zoology
Benu	2nd Eng
Anit	2nd Chem
Sarath	2nd C.S.

Sing of War
 Island Prakash
 Sujana
 Hanna

11th Phy.
 11th Zoo

Mulic
 Sammel, Diben.

~~20~~

Ana

04-09-2019

200020 -

Ana
 Sammel

11th B. Com.
 11th E.S.

Design

~~200020~~ 200020 -

Amartha
 Sona
 Nivya
 Sujana

11th Chem.
 11th Maths
 11th Zoology.
 11th Phy.

~~200020~~ 200020 -

Chieky
 Bi Prashen
 Jasna
 Navya
 Alokh
 Food -
 Navya

- 1st B. Com.
 - 1st Zoology.
 - 1st B.Com
 - 1st Maths
 - 11 Zoo.

Invitation

Not

Musical Chai

Cyrel
 Anjana
 Anmol
 Abhinav

Diben
 Alokh
 Sarath

Arrangement -

Anjana	-	
Alex Cyril	-	11 th Eng.
Amal Eng	-	11 th Chem.
Anagha	-	11 th Chem.
Nirulga	-	11 th Zoo.
Amritha	-	11 th Chem.
Nimil		

Seed help:

1st year representatives → Vaishnav

Serving :	1 st	11 th year ; 11 th , 1 st .
Jail	-	11 th Benuo.
Benuo	-	11 th Eng
Toni	-	11 th Thy
Galice	-	11 th Zoo
Amit	-	11 th Chem
Shalath	-	11 th C.S

Chairing : Bridge - Jail.

ADARSH.M. Dept. Physical Education Poenti (Departments)

1. Amritha (11th Chem)
2. Alok (11th Zoo.)

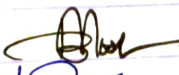
31/8/19 Meeting of the student IQAC for discussing Onam Celebrations Arrangements

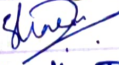
1. Samuel Benny	II C.S	Anand
2. Amal Jose George	II B.Com	Amal
3. Shalini P	II Physics	B.
4. Navya Nair	II Maths	Navya
5. Amal Raj N.K	II nd Chem	Amal
6. Amal Abraham	II Maths	Amal
7. Christy K. Jose	I B.Com	Christy
8. Megha Pramod	I Maths	Megha
9. Tilsha Yousaf	I BA English	Tilsha
10. Malavika Suresh	II BA English	Malavika
11. Anjana C.M	II Zoology	Anjana
12. Alok K	II Zoology	Alok
13. Anjana Saju	I st Msc computer science	Anjana
14. Amalraj P	"	Amalraj
15. Vignesh P Dinesh	I st Physics	Vignesh
16. Aravind N.K	I st Chemistry	Aravind
17. Jasna K	I st B.Com	Jasna
18. Fathima Hannah	II nd B.Com	Fathima
19. Nimil Piyesh	II nd Physics	Nimil
20. Benno Thomas	III rd English	Benno
21. Joel Jose	III rd B.Com	Joel
22. Tisha Kurian	"	Tisha
23. Anagha Indhakari	II nd Chem	Anagha
24. Bhoomika A.R	I Zoology	Bhoomika
25. Grayathi Suresh	I st chemistry	Grayathi
26. Anil K.I.	II nd Maths	Anil

2/9/19 Youth Talk - Debate & Discussion Participants

1. Azad Paul (II Zoology)
2. Dibin V P (I Zoology)
3. Navya Nair (II Maths)
4. Noufal P (II Chem)
5. Sonu Jolly (II Maths)
6. Jaleesa (III CS)
7. Jeswin Jose (III CS)
8. Sreelakshmi M R (I CS)
9. Anja Varghese (II Phy)
10. Amal Abraham (II Maths)
11. Namitha Seng (III Chem)
12. Aswin Das (I Eng)
13. Tharun (I Eng)
14. Christy Jose (I BCom)

Final presentation will be on 5/9/19 at 11.00 am.

Dr. Joseph K J 

Ms. Sharon Rose 

5/9/19 Discussion on Youth Talk

6/9/19 Discussion and final preparation

17/9/19 'Spoken Tutorial' nodal officer: Ms. Jisha TE

YIP: Mr. Bibin Jose.

To apply for star challenge and
maestro challenge
To conduct a meeting of the Department
HODs.

18/9/19

Youth Talk

1. Azad Paul - (II zoology)
2. Dibin VP. (I zod.)
3. Navya Nair (II Maths)
4. Noufal P (II Chem.)
5. Sona Polly (III Maths)
6. Takeera (III CS)
7. Jeswin Jose (III CS)
8. Sree lakshmi MR (I CS)
9. Anju Varghese (III Phy.)
10. Amal Abraham (I CS) (II Maths)
- 10 Namitha Skeneyp (III Chem.)
- 11 Aswin Das (I Eng)
- 12 Thaeen (I Eng)
- 13 Christy Jose (I Biom)

Ms. Sharon Rose Sharon11 Ms. Reshma Raj. Reshma

13/9/19 Meeting on YIP

- * Mr. Bibin Jose, the coordinator of the program presented the ~~main~~ opportunities for the students in the program.
- * All departments were asked to prepare a proposal to submit for the YIP.
- * A group of 2 or 5 students have to be selected for the project from each department

19/9/19 Meeting on YIP

- * Discussions about the proposals were ~~done~~ conducted
- * Each department shall submit a proposal by 20th September 2019.

Dr. Mercy Ignatius - my
 Ms. Bhanupriya R - 22
 Dr. Linet Rose J - 22
 Dr. Sr. Bindhu & Thomas - Indu
 Dr. Ramya Krishnan M - B
 Reshma Raj - Reshma
 Shahina K - Indu
 Bibin Jose - my
 Dr. Sijo A K - Attenuate
 Binoy Joseph - I
 Toby K Joseph - I
 Sharon Rose - Sharon

20/9/19 Meeting with Student IQAC & Union.
 Agenda: Union day, Fine Arts & Cultural pgs.

1	Malavika Suresh	IV th BA English	Shirish
2	Anagha Sudhakar	II nd Chemistry	Ad
3	Anhila V. Augustine	III rd BSc Computer science	Ad
4	Mary James	IV BA English	Tracy
5	Tisra Kurumon	III B-Com	Tracy
6	Meenu Mathew	II BA English	M. Mathew
7	Ann Rose Mariya	II Bsc Mathematics	Amey
8	Anjana Saju	I st MSc CS	Amey
9	Vishnu	II nd MSc Maths	Ad
10	Cyril Charles	I st MSc CS	Cyril
11	Sreerag P R	II Maths	Sreerag
12	Amalraj P	I st MSc CS	Amalraj
13	Anany M.K	I st MSc Maths	Anany
14	AJAY JOY	II nd BA English	Ajay
15	Amal Jose George	II nd B. Com	Amal
16	Athul Jose	II nd B. Com	Athul
17	Amal Raj N K	II nd Chemistry	Amal
18	Delbin Babu	I st Mathematics	Delbin
19	Ebin Thankachan	II nd BA English	Ebin
20	Aken Cyril	I st BA English	Aken
21	Samuel Benny	II BSc computer science	Samuel
22	Sarath C N	III BSc CS	Sarath
23	Anju Varghese	III rd Bsc physics	Anju
24	Niruya Antony	III rd Bsc Zoology	Niruya
25	Denia Denny	II nd Bsc physics	Denia
26	Shalini P	I st Bsc physics	Shalini
27	Anagha Dinesh	I st BSc Physics	Anagha
28	Megha Pramod	II nd BSc Maths	Megha
29	Gilsha Jousa I	I st BA English	Gilsha
30	ALOK K	II nd Bsc Zoology	Allok

31	NAYYA NAIR	II nd Bsc Maths	Handwritten signature
32	ANSANA CM	II nd Bsc Zoology	Handwritten signature
33	ANUSREE SURESH	II nd Bsc Zoology	Handwritten signature
34	Shashan CA	I st Msc Mathematics	Handwritten signature
35	Haripriya M M	III rd Bsc Chemistry	Handwritten signature
36	Amanulla Jayakumar	III rd Bsc Chemistry	Handwritten signature
37	Anil Mathew		Handwritten signature
38	Joel Jose	III rd B.com	Handwritten signature
39	Jishnu K R	III rd Bsc zoology	Handwritten signature
40	V P DIBIN	I st Bsc zoology	Handwritten signature
41	Aaravind N's	I st Bsc Chemistry	Handwritten signature
42	Christy K. Jose	I st B.com	Handwritten signature
43	Muhammed Ansil K S	II nd Maths	Handwritten signature
44	Aswin Shaji	I st B.com	Handwritten signature
45	Jasna K	I st B.com	Handwritten signature
46	Salva	I st B.A	Handwritten signature
47	RAJAT JAIN	III rd B.com	Handwritten signature
48	Muhammad Raheem P	III rd Bsc Chemistry	Handwritten signature
49	Nimil Prigesh	II nd Bsc. Physics	Handwritten signature
50	Aiswarya P R	III rd Bsc Zoology	Handwritten signature

Members incharge.

1. Stage setting.

Joel - IInd B.com
 Anil Joseph - IInd B.com
 Samuel - IInd cs.
 Athul Jose - IInd B.com.

2. Decorabion.

Jishu - Ist english.
 Megha - Ist maths

Anagha - Ist Phy.
 Jishnu - IIIrd Zoo
 Shahina - PCB

4. Anchoring and Announcement

Meenu - IInd Eng
 Anagha - II Chem
 Anu - II Maths

5. Reception

Malavika - II Eng
 Cyril - PCB
 Nirya - III Zoo
 Anjali - III Phy.

6. Culturalists

Anagha - Ist year
 Shahini - IInd year
 Amritha - IIIrd Chem

24/9/19 Meeting with Student IQAC

Agenda

1. Onam expenditure presentation
2. Nehru Yuva Kendra Declamation

Contest

3. Speak for India Debate Competition
4. Onam prizes distribution

on 29/9/19
 5. Honouring Amel Abraham during
 College Union Inauguration

Members present

Cyril Chacko

Alan Grid

Amal Abraham

Navya Nair

Fatima Hannal

Mary James

Anurutha Jayakumar

Malavika Suresh

Anjana C.M

Sreeraj P R

Amal Raj N.K

Nimil Prager

V.P DIBIN

Anuraj M.K

Samuel Benny

Jasna Is

Sidhartha B

Delbin Babu

Alok K

Aravind N.K

Vishnuvardhan

Sourav P.V

Gayathri Suresh

Anagha Dinesh

Anagha Indukar

Megha Pramod

Shalini P

Jisra Kurumon

Joel Jose

Muhammad Rahees P

Reshma Raj

Dr. Geetha Anthony

Class3rd Maths2nd BA English

II Maths

B Maths

IInd B-Com

II BA English

III BSc Chemistry

II BA English

II BSc Zoology

I Maths (In Arts)

IInd Chemistry

III Physics

I Zoology

Ist Maths

II BSc CS

Ist B.Com

I BA English

Ist BSc MathematicsIInd BSc Zoology

I BSc Chemistry

I BSc Physics

I BSc Computer

Ist BSc ChemistryIst BSc PhysicsIst ChemistryIst MathematicsIInd Physics

III B-Com

III

IIIrd BSc Chem

Reshma

Geetha

Signature

Cyril

Alan

Amal

Navya

Fatima

Mary

Anurutha

Malavika

Anjana

Sreeraj

Amal

Nimil

V.P

Anuraj

Samuel

Jasna

Sidhartha

Delbin

Alok

Aravind

Vishnu

Sourav

Gayathri

Anagha

Anagha

Megha

Shalini

Jisra

Joel

Muhammad

Reshma

Dr. Geetha

Hnc Arts
SecretaryChairman
College
Union

25/9/19

Meeting with I yr. student ICAcAgenda

1. Debate participants list
2. SPIC MACAY programme organization
3. Quiz (a team of 2) Essay, Elocution and water colour painting contest (2 for each) on 02/10/19 & 03/10/19
4. Dance Club inauguration

Members present

Name	class	class	Signature
1 Delbin Babu	1 st B.Sc Mathematics		
2 Sidharth B	1 st BA English		
3 Vyshnav. P. Omesh	2 nd Bsc physics		
4 Aravind N.K	1 st Bsc chemistry		
5 Sourav P.V	1 st Bsc comp. science		
6 Sreerajashree M.R	1 st Bsc comp. science		
7 Tilsha Yousaf	1 st BA English		
8 Gayathri Suresh	1 st Bsc chemistry		
9 Megha Pramod	1 st Bsc Mathematics		
10 Anagha Divish	1 st Bsc Physics		
11 Prabhu Prakash P.I	1 st Bsc zoology		
12 Jasna K	1 st Bcom		
13 Bhoomika AR	1 st Zoology		
14 V.P DIBIN	1 st zoology		

Mr. Anupama

Dr. Joseph K J

Dr. Geetha Antony

Secretary P.R

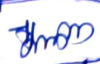
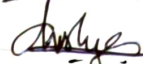
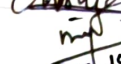
Fine Arts secretary

4/10/19 Meeting with the 12 members of teacher IQAC of the IQAC Core Committee

Agenda

1. Half yearly (end semester) report submission on Nov. 5th.
2. Criterion wise reports to be submitted before 1/11/19.
3. Half yearly report of all the clubs, associations and committees to be (pages 50-59 in the College Calendar 2019-20) to be submission before 31/10/19.
4. Implementation report of academic year plan (half yearly) of Dept before 31/10/19.
5. Updated registers, file and academic work done diary, verified and signed by the HoD to be submitted to IQAC before 31/10/19. Mentoring report etc.
6. National seminar by the Dept of Chemistry
7. Honouring recognition received staff (NET, Univ. rank, translator etc)
8. Dept extension activity report (half yearly) Extension activity register.
9. Certificate course (18-19) details
10. Monthly report (IQAC) in website - update
11. Alumni Association registered
- meeting on Dec 26.
12. Joseph Chandy scholarship & 1000/- per 3 persons scholarship applicants list

Members present

<u>Name</u>	<u>Dept.</u>	<u>Signature</u>
Sharon Rose	English	
Prince Philip	Physics	
Royal Francis	Commerce	
Biny Joseph	Mathematics	
Linet Rose	Chemistry	
Anshu Shajee	Physics	
Bibin Jose	Comp. & C.	
Dr Mercy	Human Zoology	

Decisions :-

1. Dept. to conduct certificate course for the year 2019-20. & furnish report for the year 2018-19 by the end of the month October.
2. Half yearly report of academic year plan of Dept. ~~are~~ implemented and remaining plan of remaining to be submitted before 31/10/19.
3. Banner common for all programmes
3. ROSA BOB & PMC to be held in October
4. 28/29 Oct. 2019 - Honouring teachers
5. Total courses and changed courses list according to the new syllabus (2019 admin. onwards) to be submitted by each dept.
6. National Seminar application to be jointly by the research dept. of Maths & Comp. Sc. status to be updated and to be informed IQAC before the end of October.
7. Extension activity register to be maintained by Dept. and updated.
8. Alumni : Old students to be informed of Registered Alumni Association and

register as many as possible.
 From 19-20 onwards, each final yr student
 to register in and caution deposit %
 to be collected and open an account.
 Atleast register the ~~also~~ old students who
 visit the college.

9/10/19 Meeting with the IQAC Core committee
advisory board members

Agenda

1. IQAC presentation on 8/4/19
2. Improvement plans

Members present

George Thomas *Sh*
 JOSEPH. K. J. *Sh*
 Rakesh. Kalra *Sh*

Suggestions

- ① To conduct a media seminar on low
 cost - contact Dr Shaju
- ② Association inauguration and a half day
 seminar to be conducted by each
 Dept. - compulsory

10/10/19 Meeting with the 8 I yr. student IQAC

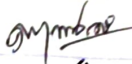
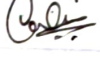
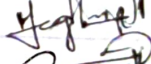
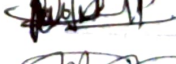
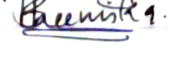
Agenda:-

1. Examination clinic & mentoring
 newspaper in class rooms, & PEN-R

2. 15/10/19 Tuesday, Speech & essay competition at Co-operative College, Maranthavady. (about attendance)

3. Any other relevant matter

Members present

Name	class	signature
Christy. K. Jose	1 st Bcom	
Sidharth. B	I BA English	
Aravind. N. K	I Bsc Chemistry	
Delbin Babu	I st Bsc Mathematics	
Vyshnav. P. Dinesh	I st Bsc Physics	
Sourav. P. V	I st Bsc Comp. Science	
Jasna. K	1 st Bcom	
Anagha. Dinesh	1 st Bsc Physics	
Aparna. D. Jain	I st BA English	
Megha. Pramod	I st Bsc Mathematics	
Gayathri. Suresh	I st Bsc Chemistry	
V. P. Dibilu	I st Bsc Zoology	
Breelakshmi. M. R	I st Bsc Comp. Science	
Bhoomika. A. R	I st Bsc Zoology	

Geetha Antony

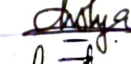
Dr Maria Martin Joseph

Geetha


18/10/19 Meeting with the teachers of the
IQAC Core committee

Agenda

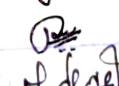
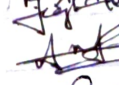
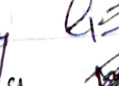
1. IQAC presentation preponed to 5th Nov.
2. Certificate courses for the year 2019-20 commencement
3. Dept. wise criteria updation

<u>Members present</u>		<u>Dept.</u>	<u>Signature</u>
<u>Name</u>			
1. Bibin Jon		CS	
2. Rajitha Xavier		Commerce	
3. Sharon Rose		English	
4. Bhanupriya R		Zoology	
5. Shinya P		Mathematics	
6. Ansha Shajee		Physics	
7. Linet Rose J		Chemistry	

23/10/19 Meeting with student IQAC

Agenda:-

- ① To be a part of the protest against deforestation

1) Jasna K	1 st B.Com	
2) Megha Pramod	1 st B.Sc Maths	
3. Anagha Dinesh	1 st BSc Physics	
4. Grayathri Suresh	1 st Bsc chemistry	
5. Aravind N K	1 st BSc chemistry	
6. Vyshnavi P. Dinesh	1 st " Physics	
7. Prabhu Prakesh P.J.	1 st Zoology	
8. BHOOMIKA - A.R	1 st Zoology	

5/11/19

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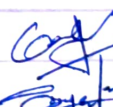
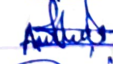
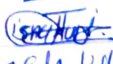
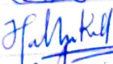
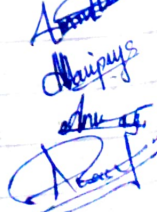
End Semester presentation of IAAC

Agenda

- 1) Criteria, Depts, Committees, Clubs, Associations presentation of activities organized and discussion of future plans.
- 2) Decision on strikes from outside political organizations

FN session

Members present

<u>Name</u>	<u>Dept.</u>	<u>Signature</u>
1. RAJINT JASON	III rd B.Com Union	
2. Anjana C.M	II BSc Zoology union.	
3. Sreerag P.R	II ^M B.Sc. Maths Union	
4. Niviya Arlony	III rd B.Sc. Zoology	
5. Vishnu	I nd M.Sc Mathematics	
6. Samudh Benny	I BSc computer science	
7. ALOK.K	II nd Bsc Zoology	
8. Anju Varghese	IV th Bsc Physics	
9. Chinna sunny	III rd Bsc physics	
10. Tisra Junderson	III rd B-com	
11. Fathima Hannah	I nd B.Com	
12. Anuja Gudhakar	II nd Chemistry	
13. Shalini P	I st Bsc physics	
14. Anrutha Jayakumar	III rd BSc Chemistry	
15. Haripriya M.M	III rd BSc. chemistry	
16. Anusree . M.P	II nd msc mathematics	
17. Anas Shaji	II nd Bsc Cis	

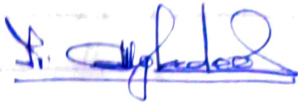
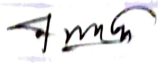
05 Nov. 2019

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18. Amal Jose George
19. Amal Raj N.K
20. Sarath C.N
21. Joel Jose
22. Nimit Prayash
23. Amal Abraham
24. Navya Nair
25. Akhila V. Augustine
26. Sona Jolly
28. Cyril Chacko
29. Sindhu K. Thomas
30. Binoy Joseph
31. Rakesh. Kalia
32. George Thomas
23. Shajin P P
- 2h. ADARSA.M
25. Akhil P-David
26. Joseph K J
27. Bennet Stephen
28. Nayma NP
29. Biji Joseph
30. RESHMA RAS
31. Rajitha Xavier
32. Linet Rose J
33. Sharon Rose
35. Ansha Shajee
36. Prince Philip
37. Joy Joseph.
38. Bibin Jon
39. Muey Ignatius
40. Shio. A. K.
41. JOHNSON CV
42. Muhammad Ansil KT

- IInd B. Com
 IInd BSc Chem
 III BSc CS
 III Bcom
 II Physics
 II maths
 II maths
 III BSc CS
 III BSc Maths
 Ist MSc CS
 Mathematics dept.
 "
 Hindi Dept.
 English
 Journalism Dept
 Dept. Physical Education
 Dept. Malayalam
 Dept. of Malayalam
 Dept. of Mathematics
 Dept. of Mathematics
 " of English
 Dept. of Computer Science
 Dept. of Commerce
 Dept. of Chemistry
 Dept. of English
 Dept. of physics
 Dept. of Physics
 Office Superintendent.
 Dept. OF CS
 Dept. of zoology
 Dept. of Physics
 ed. staff
 in school maths

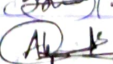
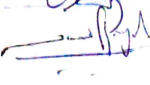
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Frank
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- 42* Mr. Jinsba Zacharias 
43. Dr. Geetha Antony 
44. Dr. Maria Martin Joseph 
45. Fr. George Mylados 
46. Fr. George P.V. 

End Semester Presentation 2019 Nov 5

AN Session

Members present

<u>Name</u>	<u>Position</u> <u>Student IQAC/Union</u>	<u>Signature</u>
1) Aiswarya PR	Vice chair person (College Union)	
2) Anjana C.M	II nd Zoology (College Union)	
3) Sreerag PR	II nd Maths - college Union	
4) Alok.k	II nd Bsc Zoology	
5) Samuel Benny	II BSc Computer Science	
6) Anantha Jayakumar	III rd BSc chemistry (IQAC)	
7) Haripriya M.M	III rd BSc chemistry (College Union)	
8) Jisra Kurujon	III rd B-Com	
9) Shilini.P	III rd BSc Physics	
10) Muhammad Ansil K.I.	III rd Maths	
11) Joel Jose	III rd B.Com.	
12) Anagha Sudhekar	II nd Chemistry	
13) RAINI JANON	III rd B.Com - Union	
14) Nimit Poojesh	III rd BSc Physics	

- 15 Anna Shaji
- 16 Amal Jose George
- 17 Amal Raj N.K
- 18 Sarath C.M
- 19 Sharon Rose
- 20 Bindhu K. Thomas
- 21 Niriya Antony
- 22 Olina Sunny
- 23 Anji-Varghese
- 24 Amal Abraham
- 25 Nanya Nair
- 26 Akhila V. Augustine
- 27 Sona Jolly

- IInd Bsc C.S
- IInd B.Com
- IInd Bsc Chem
- III B.Sc CS
- Dept. of English
- Dept. of Mathematics
- IIIrd B.Sc. Zoology
- IIIrd Bsc Physics
- IVth Bsc Physics
- IInd Bsc Mathematics
- IInd Bsc Mathematics
- IIIrd Bsc Computer Science
- IIIrd Bsc Mathematics

~~Amal~~
~~Amal~~
~~Sharon~~
~~Sharon~~
~~Bindhu~~
~~Nirya~~
~~Olina~~
~~Anji~~
~~Amal~~
~~Nanya~~
~~Akhila~~
~~Sona~~

Decisions

- ① Criteria, Dept & Clubs co-ordinators are to get ready for the year end presentation on 30/11/2020.
- ② AQAR submission works have to be initiated by Ms Sharon.
- ③ Academic work done diaries not submitted have to be done immediately.
- ④ Internal audit report to be submitted at the earliest.
- ⑤ Most of the students and especially College Union were of the opinion that those who wish to participate in strikes/protests have to be allowed to do so for a given time.

only. For further discussions union
to organize open debates on the topic.

Pending works - to be completed immediately - for end semester updation.

14/11/19

Eng. Ms. Sharon Rose

AQAR with Lisha A,
Dept files, Work Done Diary

done
14/11/19

done
14/11/19

Es Mr. Bibin Jose

Differently abled
person documentDept. work Done Diary,
website, Registers & files
Certificate course syllabus

done
14/11/19

Physics Ms. Ansha Shajeer

Work Done Diary, Dept. registers
files, criterion report & photo
Certificate course syllabus

done
14/11/19

Chemistry Dr. Mr. Armin Abraham

Work Done Diary, Certificate
course, Internal mark (HoD)

done
14/11/19

Maths Mr. Binoy Joseph

Work Done Diary, Certificate
course, criterion input
Correctionnot entered
in Teacher
Achievement registerSr. Bindhu's Doctoral Committee
Binoy's ~~original~~ document
Course

G Cell Dr. Rakesh Kalia

① Kerala State Job Portal
registration

② Goan Institute of English : Placement Drive

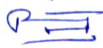
Placement Orientation followed by first round selection on 19/11/2019

- ③ Best practice - uploading in the NAAC website
- PEN-R to be the best practice.

15/11/19 Meeting with Teacher IQAC

- Agenda :- ① AQAR preparation criterion wise
② Best practices discussion

Members present

- | | <u>Name</u> | <u>Signature</u> |
|----|----------------|---|
| 1. | Rajitha Xavier |  |
| 2. | Linet Rose J |  |
| 3. | Ansha Bhajee |  |
| 4. | Sharon Rose |  |
| 5. | Gitish Jon |  |
| 6. | Binoy Joseph |  |

① ^{New} AQAR format in word to be sent to teacher IQAC mail.

② To have discussions in the Dept. on best practice - whether to continue with PEN-R and budding researcher programme. If so, ways to make it more effective.

③ Continue discussion on 22/11/19.

17/11/2020

22/11/19

Meeting with teacher IQAC

- Agenda : ① Best practice
② Sending Dept./club activity report with photos to IQAC.

③ Student feedback form review
- suggestions

④ student feedbacks to be
Members present collected and analysed
by Jan. 30. Jan 20th,

⑤ Work done diary, Dept. activity
reports, registers completion and submission
date

⑥ Mock visit and presentation
date Feb 4th

⑦ AQAR criterion work comple-
tion by Jan. 24th ; AQAR presentation
date

Members present

- | | |
|-------------------|----------------|
| 1. Rajitha Xavier | <u>Rajitha</u> |
| 2. Ansha Shajee | <u>Ansha</u> |
| 3. Anjitha Maroli | <u>Anjitha</u> |
| 4. King Ignatius | <u>King</u> |
| 5. Bitha Bora | <u>Bitha</u> |
| 6. Shinya P | <u>Shinya</u> |

Decisions

① Student feedback to be collected before
Jan. 20th & submitted to Ms. Rajitha
Xavier for report preparation.

- ② AQAR Criterion to be filled and send to IQAC before Jan. 24th.
- ③ Final presentation on (Feb. 7th).
- ④ Work Done Diary, Dept activity registers completion by March 20th.
- ⑤ Final yr students are to complete Alumni registration in the college website before Jan. 30th.
- ⑥ Academic Audit Report of Dept Submission
- ⑦ Administrative Audit Report Submission
 - Internal : Regi Francis
 - External : Office

30/1/2020 Meeting with student IQAC, Union chairman & Union fine arts secretary.

Agenda

① Upcoming events

- 1.1 Jan. 31 - Election Literary Programme
- 1.2 Feb 6 - Quiz Programme
- 1.3 Feb 6-7 - Fest
- 1.4 Feb 10 - Excellence Day
- 1.5 Feb 14 - Science Day celebration & Dr. K.T. Varkey Endowment Lecture + Seminar Presentations competition by Iyr. Science students (One team per class)
- 1.6 Feb 11 - II round of placement interview

② Dept. of CS organizes association inauguration & IT Fest on 7th Feb. Dept. of Commerce plans inauguration on another day. Zoology, Maths Eng. association inaugurations are already over. So, is it needed to have a common inauguration programme? (Only Phy. & Chem remains to be inaugurated). (6 & 7 being Thursday & Friday students may take leave)

③ Fr. James Maruthukunnel Endowment quiz programme to be conducted prior to Feb. 10th.

④ Feb. 10th : list of medal winners, certificates (Univ. or College?), mementos? Check the IQAC list also.

⑤

⑤ Topic for Feb. 14th Seminar competition

⑥ All the III yr. students are to register in the alumni form in the college website before the final examination.

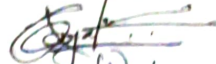
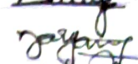
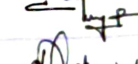
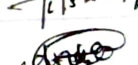
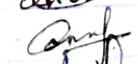
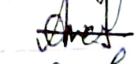
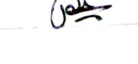
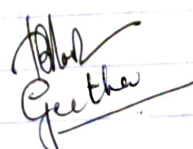
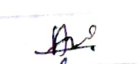
⑦ Onam prizes not distributed yet.?

⑧ IQAC year end presentation Dept. & Clubs report presentation on Feb. 18th.

↓
Practical Exam starts

Members Present

Name Class Signature

1	Alok K	II nd BSc Zoology	
2	Anjana C.H	II nd zoology	
3	Nimil Prayesh	II nd Physics	
4	Shalini P	II nd Physics	
5	Amal Abraham	II Maths	
6	Nanya Nani	II Maths	
7	Mary James	III BA Eng	
8	Megha Pramod	1 st Maths	
9	Anagha Dinush	1 st BSc Phy	
10	Naishanu P Dinush	1 st BSc Phy	
11	Sona Jolly	III rd Maths	
12	Anju Varghese	III rd physics.	
13	Sourav P.V	1 st C.S	
14	Beno Thomas	III English	
15	Muhammad Rahces P	III BSc chemistry	
16	V.P DIBIN	I BSc zoology	
17	Jilsha Vansat	I BA English	
18	Anuraj M.K.	I MSc Maths	
19	Amal Raj M.K	II nd BSc Chem	
20	Amal Jose George	II nd B.Com	
21	Sreeraj P.R	II Maths	
22	Jasna K	1 st B.Com	
23	Mr. George Thomas		
24	Mr. Binoy Joseph		
25	Mr. Adarsh H		
26	Dr. Joseph K J		
27	Dr. Geetha Antony		
28	23 Anagha Sudhakari	II chemistry	
29	24 Samuel Benny Varghese	II computer science	
30	25 Anantha Jayakumar	III chemistry	
31	26 Joyal Jose	III B.Com	

32	27	Bhoomika A.R	2 nd Bsc zoology
33	28	Gayathri Suresh	1 st Bsc chemistry
34	29	Aarind N.R	1 st Bsc chemistry

Bhoomika
Gayathri
Aarind

Decisions

1. Decided to conduct Fr. James Marubell kunnel Endowment Quiz Competition on Feb 6th together with the College fest.
2. College fest proposed to be conducted on 6th & 7th Feb., if sanctioned after today's staff meeting, should be conducted very systematically. Committees and incharges are to be formed and room incharges names, volunteers' names and systematic schedule of 2 days programmes should be notified properly.
3. Excellence Day medal winners list to be submitted to Mr. Binoy Joseph, mementos required will be done by the Union Office bearers.
4. Prior to Feb. 14th, a meeting of I yr. Student IQAC and I yr. mentors to be conducted to decide on the seminar topic.
5. No need of distributing prizes of Oriam celebration any more.
6. IQAC presentation dates to be decided keeping

in mind that the various yr. practical examinations starts on Feb. 14th and end semester exams. for final yr students starts on March 4th.

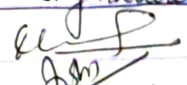
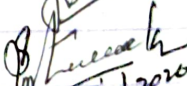
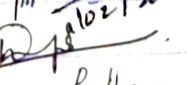
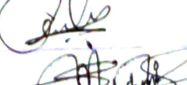
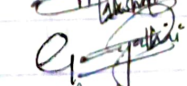
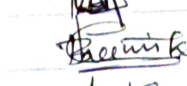
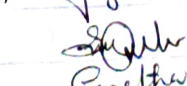
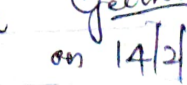
7. Alumni registration to be informed to the teach mentors concerned.

11/2/2020 Iys. Science batch student IQAC & mentors' meeting

Agenda

National Science Day (Feb 28) Celebration

Members present

Name	class	Signature
1. Dr. Meezy Ignatius		
2. Jisha TE		
3. Dr. Sijo A. K.		
5. Dinya Mathew		
6. Bindu K. Thomas		
7. Aravind N. K.	1 st Physics	
8. Vyshnav. P. Dinesh	1 st Physics	
9. Snehalashmi M.R	1 st C.S	
10. Gayathri Suresh	1 st Bsc chem	
11. V. P DIBIN	1 st zoology	
12. Delbin Babu	1 st B.sc Math	
13. Bhoomika A.R	1 st Bsc zoology	
14. Anagha. Dinesh	1 st Bsc Physics	
15. Megha Pramod	1 st Bsc Mathematics	
16. Sourav. P. V	1 st CS	
17. Dr. Geetha Antony	IQAC Coordinator	
Decided to organize the same		on 14/2/2020

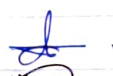
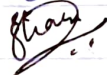
~~2/3/2020~~
16/3/2020

Meeting with Criteria in charges

Agenda : 1. Final verification of data submitted for AQAR 19-20

2. Submission of AQAR before the council on 17/3/2020

Members

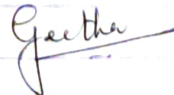
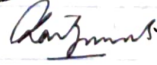
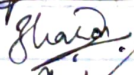
1. Bibin Jose 
2. Binny Joseph 
3. Ansha Shaji 
4. Sharon Rose 

17/3/2020 AQAR 2019-2020 presentation (Criteria 1,2,3)

Agenda :-

AQAR presentation & verification
Corrections if any can be incorporated until March 31st

Members present

1. Dr. Geetha Antony 
2. George Thomas 
3. Bibin Jose 
4. Maria Martin Joseph 
5. Rego Francis 
6. Binny Joseph 
7. Sharon Rose 
8. Joseph K. J 

9. ~~Dr. Maria Martin Joseph~~
 10. Fr. George Myladoo
 11. Fr. Dr. George P.V.
 12. Joy Joseph
 Ansha Shajee
- Fr. Myladoo
Fr. George
Joy

19/3/2020 A&AR 2019-2020 presentation continues (Criteria 4,5)

Members present

1. Fr. George Myladoo
 2. Dr. Maria Martin Joseph
 3. Ansha Shajee
 4. Joy Joseph
 5. Sharon Rose
 6. Binoy Joseph
 7. Rakesh. Kalie
 8. Joseph K.I
 9. Bibin Jon
 10. George Thomas
 11. Fr. George P.V.
- Fr. Myladoo
Dr. Martin
Ansha
Joy
Sharon
Binoy
Rakesh
Joseph
Bibin
George
Fr. George

20/3/2020 A&AR 2019-2020 presentation continues (Criteria 6,7)

Members present

1. Fr. George Myladoo
 2. Dr. Maria Martin Joseph
 3. Rakesh. Kalie
 4. Murey Ignatius
 5. Bibin Jose
 6. Fr. George P.V.
 7. Joy Joseph
 8. Binoy Joseph
- Fr. Myladoo
Dr. Martin
Rakesh
Murey
Bibin
Fr. George
Joy
Binoy

P. Sharon Rex glaz