

**INTERNAL QUALITY ASSURANCE CELL
MAR ATHANASIUS COLLEGE (AUTONOMOUS) KOTHAMANGALAM**

MAC/IQAC/2019-20/02

Minutes of the meeting of IQAC held on 14-08-2019 at 2.30 pm

Venue: IQAC Room

Agenda:

1. Preparation of Academic Appraisal Report
2. Discussion on various policy matters
3. Faculty Training Programmes
4. PTA open forum
5. Workshop on NIRF
6. Various activities under RUSA

The meeting started at 2.30 PM, and was presided over by the Principal.

The following points were discussed in the meeting:

1. Discussions were made on the preparation of documents for Academic appraisal report
2. Detailed conversation was done for formulating policy statements - quality policy, consultancy policy, & research policy
3. Decided to conduct an Outcome Based Education workshop for faculty
4. Suggestions were made to conduct more Faculty training programmes
5. It was decided to call PTA open forum
6. A workshop on NIRF for better performance of the college was proposed by IQAC
7. Implementation of various Entrepreneurship programmes for the year 2019-20 & the submission of the detailed plan of ED programmes were proposed by various depts.
8. IQAC advocated to organise a meeting of IQAC and representatives of Mentee institutions to discuss about the paramarsch scheme.

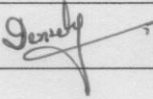

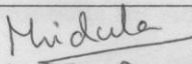





The meeting came to an end by 4.30 pm.

Action taken

1. Conducted Infrastructure Facility Audit.
2. Conducted student's satisfaction survey among the students, regarding the academic and non-academic functioning of the college. Report was submitted to Principal for further action & was uploaded to the website.

3. Faculties who are responsible for various criteria for NAAC presented the future plan and activities to be conducted in the academic year 2019-20.
4. IQAC discussed the implementation of various ED PROGRAMMES in the college & suggested to start Horticulture, Apiculture, Handicraft production, Robotics and Automation and programmes like German, IELTS under RUSA.
5. Conducted a faculty training programme on new software on 8/8/2019.
6. Prepared and uploaded the Academic & Activity calendar for the year 2019-20.

Members present :

Name	Signature
Dr. Densely Jose [Principal]	
Dr. Riju C Issac	
Dr. Manjula K	
Dr. Rajesh Thumbakara	
Dr. Mridula S Venugopal	
Dr. Diana Ann Issac	
Dr. Binu Varghese	
Mr. Francis Xavier P. A	
Ms. Feba Kurien	
Ms. Shalini Binu	
Dr. Eldhose A Y	
Dr. Jayamma Francis [IQAC Coordinator]	