

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

**MAC/IQAC/2018-19/03**

**Minutes of the IQAC meeting on 4<sup>th</sup> October 2018 at 2.30 A.M**

**Venue: IQAC Room**

**Agenda:**

- Academic audit - Internal
- Finalisation of proposals of RUSA and STAR COLLEGE.
- Appointment of placement officer, office assistants to examination section & IQAC
- Energy audit
- Registration to National Institutional Ranking Framework (NIRF)

**The following points were discussed in the meeting**

- Detailed discussion was done on curriculum feedback and academic audit.
- The meeting reviewed the RUSA proposal . Suggestions were accepted from the members for re - submission and final preparation of documents for the presentation at RUSA head quarters , MHRD, Delhi
- Discussed and analysed the DBT STAR college proposal. The coordinator Dr. Siju Thomas led the discussions

**The following decisions were taken in the meeting**

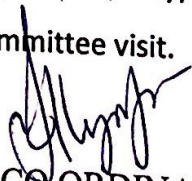
1. The charge of collecting curriculum feedback was given to Dr. Aby P Varghese.
2. The meeting entrusted Dr. Jayamma Francis to conduct internal academic audit in the month of December.
3. The meeting resolved to conduct an energy audit and the charge was given to Dr. Krishnaprasad .
4. The meeting recommended to appoint one placement officer, office assistants to exam wing & to IQAC
5. It was decided to start preparation for the registration process to NIRF.

The meeting came to an end by 4.30 pm

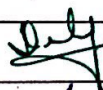
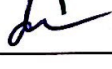

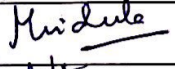
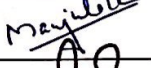
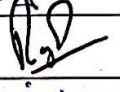
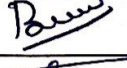
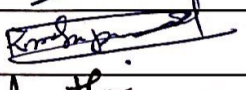
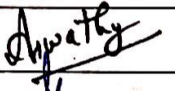

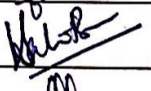
**Action taken Report**

- Discussed and finalised RUSA and DBT STAR COLLEGE proposals
- Selected 10 nearby colleges for mentoring under the institution and informed them.
- The following five villages were selected for Unnath Bharat Abhiyan. (Kuttampuzha, Keerampara, Kavalangadu, Pindimana and Kothamangalam Municipality)
- Prepared and verified the documents for CPE advisory committee visit.

  
PRINCIPAL

  
IQAC CO ORDINATOR

Members present and absent in the meeting held on 4 th October 2018

Sl. No	IQAC members		Signature
1	Dr. Densely Jose	Principal	
2	Dr. Aby Varghese	IQAC joint coordinator	
3	Dr. Jayamma Francis	IQAC joint coordinator.	
4	Dr. Mridula Venugopal	Faculty	
5	Dr. Manjula K	Faculty	
6	Dr. Rajesh K Thumbakara	Faculty	
7	Dr. Binu Varghese	Faculty	
8	Dr. Krishna Prasad	Faculty	
9	Dr. Aswathy Balachandran	Faculty	
10	Smt.Feba Kurian	Faculty	
11	Ms. Shalini Binu	Faculty	
12	Dr. Riju C Isaac	IQAC coordinator	