

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

**MAC/IQAC/2019-20/04**

**Minutes of the meeting of IQAC held on 06-2-2020 at 2.30 pm**

**Venue: IQAC Room**

**Agenda:**

1. Finalisation of P.O, PSO and CO.
2. Academic Audit for the year 2019-20.
3. AQAR submission.
4. Workshop on NAAC – RAF.
5. UBA Programme – Survey.
6. Strengthening of placement Cell.

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

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

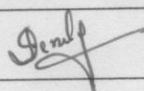

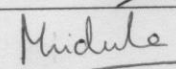
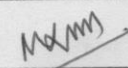
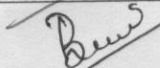

1. The meeting suggested to present the prepared documents for AQAR by each criteria coordinator in the IQAC before uploading the pending AQAR.
2. IQAC discussed and finalized the Under Graduate and Post Graduate Programme Outcome of the college. Prepared model Programme Specific Outcomes and Course Outcome and directed each department to submit the PSO and CO and also to include it in the UG & PG syllabus.
3. IQAC discussed the functioning of the Placement Cell and suggested conducting Placement drive and career orientation classes for the students.
4. Discussed the Unnath Bharath Abhiyan (UBA) project of MA College. IQAC recommended to conduct survey in the adopted villages by incorporating students, teachers, NSS & local government representatives of the selected villages in Kothamangalam Municipality.
5. Decided to conduct a workshop on ‘NAAC – Revised Accreditation Framework’ for the IQAC and also for the mentee institutions under Paramarsch scheme.
6. Discussed and decided to conduct department-wise Annual Academic Audit in the month of March by IQAC team to analyse and to support the working atmosphere of each department.



The meeting came to an end by 4.30 pm.

## Action taken

1. Organised a One Day seminar on "Issues and Challenges between Assessments" under Paramarsh on 18<sup>th</sup> December, 2019 and Principals and IQAC coordinators of the Mentee institutions interacted with the Paramarsch Quality Ambassador.
2. NIRF data was uploaded on 29 November 2019.
3. The college organized three International Conferences; one in Commerce and Humanities stream titled 'Politics and Economics of Climate Change (ICOPECC 2020)', from 7<sup>th</sup> January, 2020 to 10<sup>th</sup> January, 2020 and two in Science stream called "Science and Technology of Advanced Materials" ( STAM 20) on 14<sup>th</sup> and 16<sup>th</sup> January, and 'INNOVATIVE AND SUSTAINABLE AQUACULTURE' on 3<sup>rd</sup> and 4<sup>th</sup> February 2020.
4. One day seminar on 'Revised NAAC Assessment and Accreditation' by Dr. Joseph T. Moolayil under PARAMARSH SCHEME was conducted on 10<sup>th</sup> December, 2019.
5. Dr. Riju C Issac led the One-day orientation class on P.O, PSO on 19<sup>th</sup> November, 2019.
6. Faculty Enrichment Programme: Two-day workshop on 'RESEARCH METHODOLOGY AND STATISTICAL DATA ANALYSIS' was conducted on 12<sup>th</sup> and 13<sup>th</sup> November, 2019.
7. Organised Capacity building workshop on 'MOOCs, MOODLE, OER and E- Content Development' from 26<sup>th</sup> November, 2019 to 2<sup>nd</sup> December, 2019.

## Members present:

Name	Signature
Dr. Densely Jose [Principal]	
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]	