55

13.08.2018

IQAC Meeting

1. Dr. Achamma George (Principal)
2. Rev. Fr. Benjamin Mathu (Management Rp)
3. Rev. Fr. David Koshy NJ
4. Mr. K. P Mathew (Indhstrialist)
5. C. Syamla kumari (Ward member)
6. Deepa T S (HOD) Commerce
7. Shibi krishnan (HOD) Physics
8. Renu Thomas (HOD Chemistry)
9. SANDHU JOHN SAJAN (HOD Economics)
10. LIJU. T. VARGHESE (HOD Malayalam)
11. VISHNU. P. V (Chairman)
12. Capt. (Dr.) Koshy P M
13. A.B. Anzar (Alumni Vice presidt.)
14. Run John
15. Dr. Neena Suzzan Joshua
16. fr. Jacob Roy. no. S
17. Capt. Dr. Koshy PM
18 Jacob Mani

IQAC meeting held on 13-8-2018.
Dr. Achamma George, Principal presided over
the meeting. IQAC co-ordinator welcomed
the Committee members.

Committee discussed following subjects
for the current academic year.
1) Prepare Academic calender for the
year 2018 - 2019
2) Conduct academic audit by March 2019
3) By December 2018 all files make
available
4) Prepare and submit Feedback form
for teachers
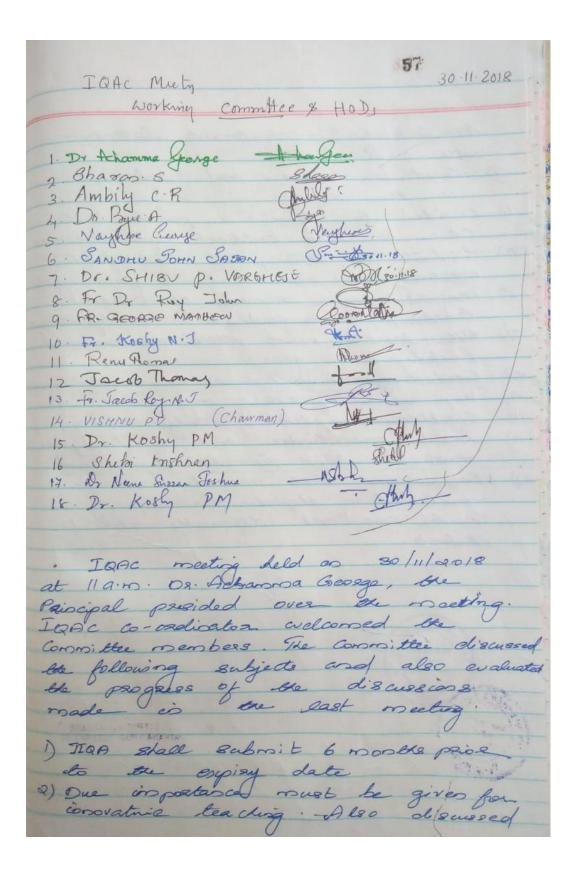5) Collect feedback from alumni and parents

6) Gave more importance to ICT enabled teaching
7) Result analysis must be done and proper remedial measures to be taken.
8) All department must prepare year plan
9) Prepare new work diary for teachers.
10) Proposal to alumni to construct a Rain water harvesting unit at the college.
11) Diocesa Secretary Rev. Fr. Benjamin Mathew announced the future plan to appoint 5 Non-teaching staff, 1 computer assistant and 10 faculty members.
12) Committee decided to update college website
13) To effectively introduce peer teaching.
14) Begin Certificate course, additional skill acquisitions programme.
15) Arrange Yoga training for students
16) NSS/NCC are advised to conduct extension activities.
17) Library department arrange orientation for first year students and also discussed the digitalisation.
18) Faculty members are advised to attend Seminar/orientation/refresher programmes
19) Submit Proposal to OST/FIST
20) NCC/NSS must send their student to National Camps and National events
21) Construction of digital computer lab, heritage building were seriously discussed.
22) Construction of language lab was also discussed.

IQAC Meetg   30·11·2018
        Working Committee & HODs

1. Dr Achamma George
2. Bharon S
3. Ambily C·R
4. Dr Byju A
5. Nayphae George
6. SANDHU JOHN SAJON
7. Dr· SHIBU P· VARGHESE
8. Fr Dr Roy John
9. FR· GEORGE MATHEW
10. Fr· Koshy N·J
11. Renu Thomas
12. Jacob Thomas
13. Fr· Jacob Roy·N·J
14· VISHNU PV   (Chairman)
15. Dr· Koshy PM
16. Shibi krishnan
17. Dr Neenu Susan Joshua
18· Dr· Koshy PM

· IQAC meeting held on 30/11/2018
at 11 a·m· Dr· Achamma George, the
Principal presided over the meeting.
IQAC co-ordinator welcomed the
Committee members. The Committee discussed
the following subjects and also evaluated
the progress of the discussions
made in the last meeting.

1) IIQA shall submit 6 months prior
   to the expiry date
2) Due importance must be given for
   innovative teaching· Also discussed

the introduction of smart classroom with wifi facilities.

3) Conduct seminars and workshops in the college

4) Decided to submit a proposal to CEK to begin certificate/Diploma courses.

5) Students counselling cell must function effectively and also maintain a proper register

6) Maintain proper records of students, teacher, parents feedback in the department.

7) All faculties must attend one seminar/workshop in a year.

8) Conduct open book test as examination reforms.

9) Keep record of DMLC and CLMC.

10) Effectively implement bridge course.

11) Academic calendar and teaching plan must be kept in the department.

12) Proper year wise record must be maintained in departments showing SC, ST, OBC, and differently abled students.

PRINCIPAL
ST. STEPHEN'S COLLEGE
PATHANAPURAM, KOLLAM DIST

IQAC Meeting held on   01-03-2019

1. Dr. Achamma George (Principal)
2. Fr. Benjamin Mathew (Mangeorthip)
3. Fr David Koshy N·J
4. Dr. Koshy P M
5. Fr. Koshy N·J
6. Syamalakumari·c wardmember
7. SANDHU JOHN SOJON
8. Ambily C·R
9. Baiju Joy
10. Renu Thomas
11. Neena Suzean Joshua
12. Shibi Krishnan
13. Fr Dr Roy John
14. K·P·Mathew
15. Fr· JACOB ROY N·J
16. FR. GEORGE MATHEW
17. Lijin T. Varghese
18. Jacob Thomas
19. Varghese George
20. Bibin Babu
21. Ruy John

        IQAC meeting held on 1-3-2019
at 2.30 p.m. Dr. Achamma George, the
Principal presided over the meeting.
IQAC co-ordinator welcomed the Committee
members.

        Committee discussed following subjects
for the current academic year.
1) Academic Audit

2) Discussed the completion of criteria with immediate effect

3) Placed the sanctioned order received from CCEK in the IQAC Committee for further action.

4) Discussed the final status of Newsletter.

5) Discussed the status of project proposal to DST FIST.

6) Decided to conduct Academic Audit in the third week of March.

7) AQAR 2018-19 submit only after serious evaluation of IQAC Committee.

8) Daira Secretary Rev. Fr. Benjamin Mathen agreed to donate 200 books to college library.

9) Decided to encourage faculty members to apply for minor projects.

10) Discussions made on upgradation of College website at the earliest.

11) Suggested to implement attendance software.

12) Committee opined the necessity of new College bus.

13) Discussions were made on fencing of Volleyball court

14) Construction of Botany Research Lab

15) Department of Commerce to begin Commerce Square as a best practice to the College.

16) Suggested NCC to begin a certificate programme in Yoga as additional Skill development.

PRINCIPAL
ST. STEPHEN'S COLLEGE
PATHANAPURAM, KOLLAM DIST.

I QAC Meeting held on 28.3.2019

1. Dr. Achamma George (Principal) — Acha.Ge.
2. Fr. Benjamin Mathew (Manager Represent) —
3. K. P. Mathew (Industrialist) —
4. Fr. Jacob Roy N.J
5. Fr. Koshy N.J
6. Dr. Nuna Susan Joshua
7. SHIBI KRISHNAN
8. Ambily C.R
9. Renu Thomas
10. Fr. Dr. Roy John
11. Roy John
12. Syamalakumari C (head member)
13. Dr. KOSHY P M
14. Dr. Koshy PM
15. Sandhi John
16. Jacob Thomas

IQAC meeting held on 28-3-2019 at 11 a.m. Dr. Achamma George, the Principal presided over the meeting. IQAC Co-ordinator welcomed the committee members. Committee discussed and evaluated following subjects for the current academic year 2018 - 19.

1) Effectiveness of Academic Calendar for the year 2018-19.
2) For the construction of Rainwater harvesting unit received an amount of 3.85 lakh rupees, 48000/ for vimesular and 26500/
3) for water cooler and 9700/ from alumnus for a caretaker
3) Discussed the subject of previous meeting

for the year 2018-19.

4) Plan to upgrade department of Physics and Chemistry as Research departments.

5) Criteria Conveners reported the achievements and progress of their Committee.

6) Criteria I: Feedback collected, Add on Courses Started

7) Criteria II: Result analysis made and took necessary action to improve the result, step taken to improve internet facilities.

8) Criterion IV: Work of digital library is progress.

9) Criteria V: Counselling cell linked to HRD Cell. Counselling cell started. Alumni of NCC also started

10) Criteria VI: mission and vision to be Refined, Academic Audit work is progress.

11) Criteria VII: Commerce Square as the best practice is the new initiative.

PRINCIPAL
ST. STEPHEN'S COLLEGE
PATHANAPURAM, KOLLAM DIST

Action Taken for the year 2018-19

1. Academic calendar prepared and implemented
2. Academic audit and seminar on "Revised accreditation policies" organised
3. Feedback forms prepared and circulated
4. Departments prepared Year plan for 2018-19
5. Rain water harvesting unit installed, Incinerator, water cooler fixed and a waste bin placed with the support of Alumni
6. Website updated
7. Introduced ICT Enabled teaching learning system and Language lab in the College
8. One day Yoga training arranged for students and teachers
9. College Library arranged orientation programme for first year students
10. College Library digitalized
11. Proposal submitted to DST/FIST
12. Received an amount of 2000000/- from RUSA
13. Smart class room with Wi fi installed
14. St Stephen's College is approved as the registered centre for **Centre for Continuing Education Kerala** (**CCEK**) Reg: No: CE/A/442/2019 and a certificate course started
15. Bridge Course conducted
16. Central University, Kerala sanctioned a Minor project sanctioned
17. Attendance software introduced
18. Fencing for the Volleyball court constructed
19. Research lab was setup in the Department of Botany
20. Commerce square- A best practice introduced
21. Certificate program in Yoga started