

Agenda

Action Plan 2019-20

IOAE Committees

Fourth Cycle of Reaccreditation

Plethora Jubilee Celebrations (Infrastructure)

Sr Dr Megie Jose

Magda

Sr Dr Meera K. Cheluvathal

Meera

Dr Julie P. Lopez

Julie

Dr Delia Dominic

Dr Kitty Mathew Kruppon

Kitty Mathew

Ms Jersey James

Jersey

Dr T. Meetha

T. Meetha

Ms Betsy Checko

Dr Dheeya K. C.

Dheeya

Dr Regi Raphael

Regi

Sr Preetha P. C.

Preetha

Sr Jolly Varghese V.

Jolly

IOAE met on 6-6-19 and discussed on the following.

Action Plan of IOAE to include more activities for student support.

- Orientation on reaccreditation ~~should~~ ^{will} be conducted. Dr M. P. Rajan, former Academic Consultant - ^{NAAAC} will be the resource person. The programme will be held in July. Final date will be

decided after getting the final consent of the responsible person

Maun Monsoon Fest to be held on 26+27 July. Mr Jerry James and Ms Shilpa Francis are selected as Coordinator & Joint coordinators

Orientation to be given to new students and parents on College and its student support

Committees for fourth cycle of re-accreditation

Committee I - Jerry James
Vandana A B
Sini Thomas M.

Committee II - Dr Geetha T.
Shenry V. K.
Bansree K. V

Committee III - Dr Lilly Mathew
Dr Deepe C. Murali
Amratha

Committee IV - Betsy Chako
Su Joel.
Rakhi Chanderan

Committee V - Dr Dhanya K. C.
Preetha R. Koroth
Resmi M.

Criteria VI - Meble Merlin Jacob
 Diana George
 Ana Mary Kelliath

Criteria VII - Jiji Francis E
 Muri K.M
 Sowmya K.


College ~~work~~ will be ready to forward IIOA by beginning of January. (10th cycle)


Committees should meet every fortnight and review the activities for SSR.

Planning for infrastructure developments during Platinum Jubilee. IOAE should evaluate the infrastructure of the institution.

Motivate faculty and students to attend MOOCs. Ms Diana Mary George is the college coordinator of the Swayam-MOOC

Department should redesign Skill Enhancement and Certificate Programmes if needed.


 A. J. P. Lopez


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Agenda

Action Plan of the Departments.

Evaluation of UA Results.

Review of Committee Reports

Monsoon Fest.

Conducting Workshop for preparing books for differently abled.

Workshop on Having Green College website functioning

Sr Dr Megie Jon ~~Signature~~

Sr Dr Meera K. Cheruvathur

Dr Julie P. Lopez ~~Julie~~

Dr Dolie Donnuce

Dr Lilly Mathew ~~Lilly Mathew~~

Dr Regi Raphael ~~R~~

Ms Jancy James ~~Jancy~~

Dr T. Chetty ~~T~~

Ms Betsy Checko ~~Betsy~~

Dr Dhanya K.C. ~~Dhanya~~

Sr Preetha P.L. ~~Preetha~~

Sr Jolly Vaeghere ~~Jolly~~

IQAC met on 8 July 2019 and took the following decisions.

Verified the action plan of departments

and put in suggestions for changes.

Evaluated the Va results and congratulated the departments with high percentages and suggested the departments to score high.

Evaluated the Coelex Committees date collection and suggested changes needed.

Monsoon Fest activities to include educational fair, sale of handicrafts by students. Stalls may be invite from outsiders as part of student welfare fund raising. Inter collegiate fest to be conducted by College Union inauguration by Sr Sigm Wilson, Core Artist.

Toppus Day to be conducted in third week of July. Dr M. Nasser, DOR, University of Calicut will be invited as the guest of the day. (Final date will be decided)

Three Day Training Workshop - Herthom Learning for going Green will be conducted from 7th Aug to 9th Aug in collaboration with Nature's Green Foundation, Thiruvananthapuram and Social Work Apostolate, CMC Nemenla Province. Sr Dr Meera K. Cheruvathur

as the programme coordinator

LOAC and College Library will organise a 3 day workshop on Accessible Books for Persons with Great Disability from 7-8-2019 to 9-8-2019. The workshop will be held in collaboration with Daisy Team, India.

Orientation for teaching staff - on Teaching as a Vocation, Mission & Profession will be conducted on 6-8-2019. Col Fr Thomas C. Mathew, ~~the~~ (former) Vice Chancellor, Christ University Bangalore will be resource person.

Entry level test for UG + Graduate Aptitude test will be conducted by before month of October. Entry level test General Questions will be conducted by LOAC. CAT ~~will~~ should be conducted by Departments.

Skill Enhancement Programmes and Clubs should be introduced to students by respective coordinators.

College website to be updated.

Julie
Dr Julie P. Lopez

Agenda

- IQAC - Student Interaction
- Department presentation of the College
- IQAC - Non Teaching Staff Interaction
- Orientation of on Revised CUEBCSS

- Sr Dr Magie Jose Magie Jose
- Sr Dr Meera K. Cheruvathur Meera K. Cheruvathur
- Dr Julie P. Lopez Julie P. Lopez
- Dr Dolie Dominic Dolie Dominic
- Dr Betty Mathew Betty Mathew
- Dr Reginald Raphael B. Reginald Raphael B.
- Ms Percy Jones Percy Jones
- Dr T. Veeetha T. Veeetha
- Ms Betsy Checko Betsy Checko
- Dr Dudge K.C. Dudge K.C.
- Sr Veeetha P.L. Veeetha P.L.
- Sr Jolly Raaghena V. Jolly Raaghena V.

The meeting was held on 26-8-19, and took the following decisions.

IQAC should collect informal feedback from students. IQAC student interaction should be organized on 18th September. Class representatives, College students Union, IQAC representatives should be invited to participate. Student Concerns and suggestions need to be collected.

All departments should make a presentation of its activities from 2014 till date based on 7 criteria. HODs of all departments are responsible for presentation. The presentation will be from 23rd Sept.

ICRAE will conduct an orientation for non-teaching staff on NAAC accreditation process.

A meeting of all HODs should be convened on 18th September.

An Orientation to the teachers on CUCBCSS (UC) will be held on 16th Oct. There is a request from faculty to discuss and clarify the queries related to revised UC syllabus. Dr C. L. Joshy, Registrar, University of Calicut will lead the session.

Julia
Dr Julia P. Logan

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Agenda

Verification of faculty promotion documents of 6 faculty (Asst Prof stage I to II).

Dr Meera K. Cheuvathal.

Dr Julie P. Loza *Julie*

Dr Delie Domenee *Delie*

Dr Litty Mathew *Litty Mathew*

Dr Reginald Raphael B.

Ms Jersey James *Jersey*

Dr T. Ceele.

Ms Betsy Cheeko *Betsy*

Dr Dhanya K.C. *Dhanya*

Sr Preetha P. U. *Preetha*

Sr Jolly Vaighere V. *Jolly*

IQAC met on 27-9-19 and verified the faculty promotion documents and submitted for the Success Committee Evaluation.

- Promotion of Ms Jersey James (English), Ms Sowmya, Ms Diane Mary (Maths) Ms Betsy Cheeko (Computer Application), Dr Dhanya Shenker (EES) Sr Meera K. Cheuvathal (Botany)
- Promotion of UCE Librarian - Sr Jolly Vaighere V.

Julie
Dr Julie P. Loza.

Agenda

- Review of final draft of AQAR 2018-19.
- Consolidation of data for SSP
- Feedback of Student Capability Enhancement Programmes
- Revised presentation of departments.

- Dr Dr Megie Jose *Megie Jose*
- Dr Dr Meha K. Cheuvathur *Maha K. Cheuvathur*
- Dr Dolie Dominic *Dolie Dominic*
- Dr Lily Mathew *Lilly Mathew*
- Dr Regi Raphael *Regi Raphael*
- Ms Jany James *Jany James*
- Dr T. Creette *T. Creette*
- Ms Betsy Cheeko *Betsy Cheeko*
- Dr Dhobyge L. C. *Dhobyge L. C.*
- Dr Preetha P. C. *Preetha P. C.*
- Dr Jolly Vaighave V *Jolly Vaighave V*
- Dr Dilie D. Lezar *Dilie D. Lezar*

IQAC Meeting was held on 17-10-2019

- Evaluated the final draft of AQAR was suggested changes. The final draft after review will be presented in College Council

~~Conc~~

Evaluated the date consolidation of SSR, clarified the doubts & queries of faculty.

A meeting of Department Centre in charges and Core Centre committee is to be called for

- Evaluated SSR, SAP, WPS, BWS Programmes for advanced and slow learners.
- HODs to give the list of certificate programmes for various VU + PA Programmes.
- IQAE Student Interaction to be held in Nov.
- Coordinators of Skill Enhancement Programmes should evaluate the performance of the students
- Clubs, Cells and Forums to conduct activities - competitions, invited talks on Core values, Human rights, Gender sensitisation
- Departments which are to review their presentations with supporting data are requested to present with revision in Nov, 2nd week.

Julie

Dr Julie P. Lopez

Hayden

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Agenda

- Forwarding of IIOA for the reaccreditation
- Corded up paper presentation for PA students and poster presentation for VA students
- Sr Dr Rani George Endowment lecture
- Mahitko Award.

Sr Dr Magie Jose ^{Magie}

Sr Dr Meera K. Cherunethur ~~Meera~~

Dr Julie P. Lopez ~~Julie~~

Dr Dalie Dominic ~~Dalie~~

Dr Kelly Mathew ~~Kelly Mathew~~

Dr Rega Raphael ~~Rega~~

Dr T. Chetha ~~T. Chetha~~

Ms Betsy Chacko ~~Betsy~~

Ms Jenny Jones ~~Jenny~~

Dr Dhanya K. C. ~~Dhanya~~

Sr Beetha P. L.

Sr Tolly Vaighere U. ~~Tolly~~

IIOAE meeting was held on 9-12-19 and took the following decisions.

- IIOA for the fourth cycle will be forwarded by second week of January.
- Documentation to be completed by January.

Paper Presentation Competition for P.C. students will be held in February. Dr Anu P-A is the coordinator for Science stream. Dr Sani Thomas M is the coordinator for Arts ^{Commerce} stream. Certificates will be given to toppers in each discipline.

Poster Presentation Competition for P.C. students will be held in February. Ms Shilpa Prances is the coordinator.

National Seminar can be held in home of Dr Rani George (in place lecture). The theme for the year is Environment Quality Management. Dr Rekha K is the coordinator. Date will be decided in later discussions. A National Level Paper Presentation Competition for P.C. students and Faculty will be organised in connection.

Meheta Award Recipient will be decided after discussion in the College Council, and ceremony can be held in the last week of March.

Congratulate the faculty and students who have completed MOOC courses. A programme will be organised on 13th Jan. Dr Joseph Joseph, former IQAI Coordinator will be the Chief Guest.

Dr ^{Julie} P. Lopez

Agenda

- Revised SSR Collection (date)
- Convocation of UA+PA batches
- Creation of Quality Assurance
- Sr Dr Roni George Endowment Seminar

Sr Dr Marie Jose ^{Maguire}

Sr Dr Meera K. Chavattur

Dr Julie P. Legee - Julie

Dr Delia Dominic Delia

Dr Lily Mathew Lily Mathew

Dr Rishi Ropheel R

Dr K. Gertie G

Ms Betsy Cheeko Betsy

Ms Jenny James Jenny

Dr Dhenya K.C. Dhenya

Sr Preethe P.L.

Sr Jolly Vaighere W Jolly

IQAc Meeting was held on 7-1-20

- Revision of data collected in view of change of format for submission of SSR. Quality Assurance Committee to submit final draft on 2-3-2020

Convocation of UA and PA batches to be held on 31-1-20.

Prof. K. S. Ravikumar, Prof. V. C., Sree Sankaradeeya University of Sanskrit, Kalady, Dr. K. M. Sheriff, Associate Prof & HOD, University of Calicut, Dr. Abbas Ak T. M, Principal, DIET, Thrissur will be the guests of the day.

- Dr. Roni George Padovani - National Seminars to be held on 7th Feb 2020. Dr. Deepesh V, Specialist B, Central Pollution Control Board, Bengaluru, Dr. K. Satheesh Kumar, P.D. Fellow, ~~the~~ Hoshi University, China and Dr. Jacin J. Therattil, St. Aloysius College, ~~the~~ ^{all} the responsible person of the seminar - Paper presentation competition will be held on same day.

Feedback on curriculum should be collected from VC & PU students, faculty, parents, alumnas before 5th March. Consolidated feedbacks to be forwarded to IQAC.

- Exams for Certificate Courses should be completed by 20th March.
- Consolidated list of all faculty achievers student achievers, FDP attended by faculty should be forwarded to IQAC by 5th March.
- Faculty to take feedbacks from students. Corrective measures to be taken.

A Workshop on IQ Assurance in Higher Education Institutions will be organized on 9-3-20. Prof. S. V. Sudheer, Director, HRDC, University of Kerala will be the Resource person. A meeting with IQAC Core Committee will also be convened on the day.

Julie
Dr Julie P. Lopez

Julie
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Agenda

Forwarding of IIGAA
 Vision for the Platinum Jubilee Year.
 IQAC General Body.

Sr Dr Magee Joe Magee

Sr Dr Mena K. Chourathur Mena

Dr Dalie Domenee Dalie

Dr Julie P. Loga Julie

Dr Litty Mathew Litty Mathew

Dr Raj. Raphael Raj

Dr T. Chetta T

Ms ~~Chetta~~ Betsy Chetta Betsy

Ms Jency James Jency

Dr Dhanys E.C. Dhanys

Sr Preetha P.L. Preetha

Sr Jolly Vaughan U

IQAC met on 10th March 2020 and took the following decisions.

IIGAA will be forwarded to NAAE on 25th March 2020.

Platinum Jubilee Vision to be prepared jointly by College Council + IQAC.

IQAC General Body will be held on 18 March.

Julie
 Dr Julie P. Loga

Agenda

- Submission of ICA and process of re-accreditation of College for the fourth cycle.
- Evaluation of activities for academic year 2019-20.
- Promote online learning.
- Inclusion of Masses Webisode.

Dr Sr Betty J. Nedumpas

Dr Sr Magie Joie ~~Magie Joie~~

Dr Sr Meera K. Cheruvathur

Dr Julie P. Loza - ~~Julie P. Loza~~

Dr Dolie Dominic ~~Dolie Dominic~~

Dr Betty Mathew ~~Betty Mathew~~ Litty Mathew

Dr Dhanya K-E

Dr Aethel T.

Ms Betsy Checko ~~Betsy Checko~~

Ms Tracy Jones ~~Tracy Jones~~ Ips

Dr Regi Raphael - B ~~Regi Raphael~~

Sr Preethe P.L. ~~Preethe P.L.~~ Preethe P.L.

Sr Jolly Naighare U.

Ms Tibula Helega ~~Tibula Helega~~ Helega

Fr Sunilkumar C.A. ~~Sunilkumar C.A.~~ Sunilkumar

Dr Josephine Joseph ~~Josephine Joseph~~ Josephine

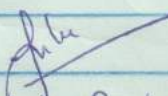
Ms Praya Checko ~~Praya Checko~~ Praya

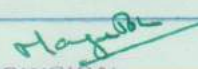
Prof John Cyriac ~~John Cyriac~~ Curudi

Minutes

IQAC meeting was held on 18-3-20 and following were discussed.

- Presented the report of the college and the activities for submission of ~~QA~~ SSK.
- Coordinator presented the activities for the academic year.
- To promote student and faculty participation in various courses, college should collaborate with certified agencies for online courses.
- Social media faculty may be utilized for teaching, learning and for creating enhancement of students. Mass media episode may be started as an initiative of IQAC.
- Evaluated the feedback from students, parent ^{teacher} and alumni. Feedback showed good performance by the institution.


Dr. Julie P. Lopez


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