

Established in 1946

*The Principal*  
*St. Mary's College*  
THRISSUR - 680 020

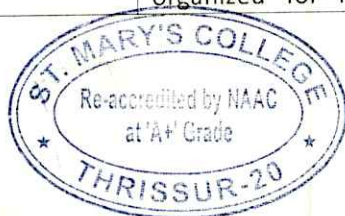


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Re-accredited with 'A+' Grade in 2021 by the NAAC

## IQAC MEETING - MINUTES AND COMPLIANCE TO DECISIONS

Subject	Action taken /Compliance
Student Capability Enhancement Programme	29 Skill Enhancement, Value Added, Certificate and ASAP Programmes for developing subject/ general skills and employability for UG and PG students and Competitive Exam coaching was conducted.
Feedbacks	Analyzed and provided suggestions on Student Feedback, Faculty, Alumnae and Employer feedback
Digitization of Teaching -Learning	Technical support to Teaching Staff for the introduction of online classes and blended mode of education was provided
Women of Merit -Mahitha Award ceremony	Mahitha Award 2020 was awarded to Smt. K.K. Shailaja, former Minister of Health and Social welfare on 15/08/2022, Mahitha Award 2022 was awarded to Dr. R Bindu, Honourable Minister of Higher Education and Social Justice on 29/5/2023
Awareness creation on NEP	An Orientation on NEP was conducted on 01/9/2022.
Promoting Entrepreneurial skills in students	Organized Monsoon Fest from 15/9/2022 to 16/9/2022
Orienting new entrants	Student Induction program- Headstart, 2022 was conducted for new entrants from 19/09/2022 to 27/09/2022
Entry Level Competencies	Conducted Graduate Aptitude Test for PG students on 01 to 07/12/2022 and Entry Level Test for UG students on 01/12/2022
Congratulate Outstanding achievers	Toppers Day 2022-23 was conducted on 16/12/2022 and Prathibha day on 2/3/23
Acknowledging women for Service to Society	Luminary Marian Award by Alumnae for prominent Alumni who excels in academic, culture, art, literature etc was awarded on 16/12/2022. The recipient of the award was Mrs. Jolly Joy Alukkas.
Organize National Seminar and Paper Presentation	Dr Sr Rani George Endowment International Seminar was held on 10/1/2023. The theme for the year was Changing faces of Global femininity
Inculcate research aptitude and enhance analytical skills in students	Paper Presentation Competitions, Ignite 2022 was organized for PG students on 10/02/2023.



	Spectrum 2022 was organised for UG students on 13/02/2023,
Collaborations to improve Academic performance	136 Linkages and 26 MoU'S were signed to enhance Academic Performance and promote Industry-Academia outcomes
Quality Assurance Seminars	A workshop on Documentation and report preparation was conducted in collaboration with Alp Turkey Solutions on 19/7/22 and Audit Accounting Workshop on Professional Reporting was held from 18/11/22 to 19/11/22.
Promoting Online education	2 SWAYAM MOOC Courses developed by the faculty were re-run on SWAYAM Platform and students also joined for online courses.
Promoting Research Culture	An Interactive session on Research opportunities was conducted on 29/11/22. Organised exhibitions for school students as part of National Childrens Science Congress A National seminar on Research in Women health was conducted on 16/1/23 Seminar on Navigating PCOD in day to day life was conducted on 10/3/2023.
Incentive for Quality enhancement	Instituted Best Department award
Promote Faculty achievements	Faculty who received awards and excelled in academic performance were rewarded for their achievements
Orientation for Faculty	Seminar Dharsan was conducted on 30/5/2023 for faculty
Academic Strategic planning	Two - day Academic strategic planning titled as Spark for Excellence was conducted from 26/5/2023 to 27/5/2023



  
**PRINCIPAL-IN-CHARGE**  
**ST. MARY'S COLLEGE**  
**THRISSUR-680 020**

## Agenda

- Annual Academic Planning
- Orientation for newly enrolled students
- Orientation on clubs forums and Skill enhancement Course
- Feed back review
- Preparation of Annual Report
- Evaluation of Teaching Learning and Mentoring
- conduct of programs on Gender equity, environment
- IT facilities updation

Sr. Dr. Magie Jose

Sr. Dr. Meetha K Cheryvathur

Dr. Julie P. Lazar

Dr. Dalie Dominic.A

Dr. Litty Mathew

Dr. Aneetha T

Dr. Meera CR

Dr. Dhanya KC

Smt. Betsy Chaeko

Smt. Jency James

The IQAC committee met on 17/6/22 and discussed the following.

Orientation for the newly enrolled students would be provided on facilities, career opportunities, placement, scholarships


presentations on clubs, forums and courses would be conducted

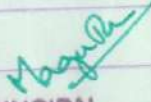
Feedback collected was analysed and reviewed

Data for Annual Report was consolidated and submitted

Teaching Learning procedures were evaluated and importance for e content development was to be ensured.

Programs on environmental consciousness, human values, national integration are to be planned by the departments. Smart boards and ICT facilities ~~are to be~~ augmented.

  
Dr. Dalie Dominic A

  
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Agenda.

- Submission of AQAR
- Discussion on Submission of proposal for Autonomy
- Promotion of Faculty
- Mahitha Award
- Conduct of Monsoon fest.
- Digital Documentation
- Financial aid for FDP
- Orientation on NEP

- Sr. Dr. Magie Jose *Magie*
- Sr. Dr. Meena K Chennuvathur *Meena*
- Dr. Julie P Lazar *Julie*
- Dr. Dalie Dominic A *Dalie*
- Dr. Lily Mathew *Lily*
- Dr. Creeha T *Creeha*
- Dr. Meera CR *Meera*
- Dr. Dhanya KC *Dhanya*
- Smt. Betsy Chacko *Betsy*
- Smt. Jency James *Jency*

The IQAC Committee met on 7/7/22 and discussed the following

AQAR is submitted on 7/7/22

It was decided to submit the proposal for Autonomy. Discussed on Data Collection for the same. Screening, verification and recommendation of faculty promotion was to be done. Conduct of Mahitha Award Ceremony.

The recipient is Smt KK. Shailaja former Minister of Health and Social Justice.

Discussed the Conduct of Monsoon fest. Coordinating all the Stakeholders in August

It was decided to conduct a  
 Seminar on Digital documentation and  
 data collection in July  
 Discussed on providing financial aid for  
 faculty development program.  
 It was decided to conduct orientation program  
 on NEP in September.

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DY. Dalie Dominic A

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# Agenda

Conduct of Seminar on NEP.

Conduct of Student induction program.

Monsoon fest

Conduct of Entry level exam.

Academic ERP

Sr. Dr. Magic Jose *Magica*

Sr. Dr. Meena K Chennavathur *Meena*

Dr. Julie P Lazar *Julie*

Dr. Dalie Dominic A *Dalie*

Dr. Litty Mathew *Litty*

Dr. Meera CR *Meera*

Dr. Creeha T *Creeha*

Dr. Dhanya KC *Dhanya*

Smt Betsy Chacko *Betsy*

Smt Jency James *Jency*

The IQAC Committee met on 1/9/22 and discussed the following.

A Seminar on NEP conducted on 1/9/22

Dr. Jiju A Mathew was the Resource person.

To promote student entrepreneurship Monsoon fest would be conducted on 15<sup>th</sup> and 16<sup>th</sup> September.

The fund would be used for student welfare.

For the newly enrolled students to familiarize and get acclimatized the Headstart 22 would be organised. orientation of facilities, career opportunities, scholarships code of conduct would be provided.

It is decided to conduct entry level exam for first year students. Discussions on Academic ERP was held.

~~Dr. Dalie~~  
Dr. Dalie Dominica

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## Agenda

AQAR Consolidation

Promotion of Research exposure

Conduct of Dr. Sr. Rani George Endowment Seminar

Evaluation of Monsoon fest

Conduct of Certificate courses

NEP

Sr. Dr. Magie Jose

Sr. Dr. Meena K Cheruvathur

Dr. Julie P Lazar

Dr. Dalie Dominic A

Dr. Lily Mathew

Dr. Meera CR

Dr. Creetha T

Dr. Dhanya KC

Smt. Betsy Chalko

Smt. Jency James Ijms

The IQAC Committee met on 14/10/22

It was decided to consolidate and review

the AQAR data and do the final compilation

It was decided to conduct an Internation

Seminar for Sr. Dr. Rani George Endowment.

Conduct of monsoon fest was evaluated

Certificate programs would be conducted by departments.

According to NEP hybrid mode of certificate courses would be done for certain courses.

Motivation for submission of proposal for Research projects was discussed.

Collaborative ventures are to be taken up

for augmenting research.

Blended mode of learning with online classes would be conducted by departments.

Presentation of Seminars could be in Bilingual mod.

It was decided to provide Ph. Net-Coaching Monitoring of Mentoring to be done.

Discussion on Convocation Ceremony and its Conduct was decided.

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Dr. Dalie Dominick

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## Agenda

- AOAR uploading
- Orientation on professional accounting & reporting
- Research Promotion
- Conduct of entry level test
- Conduct of Poppers day
- Faculty promotion.

Dr. Dr. Magie Jose

Dr. Dr. Meena K Chelvathur

Dr. Julie P Lazar

Dr. Dalie Dominica

Dr. Litty Mathew

Dr. Meera CR

Dr. Creetha T

Dr. Dhanya ICC

Smt Betsy Chacko

Smt Jeny James

The IOAC Committee met on 16/11/22 and discussed the following.

It was decided to finalise the AOAR data for uploading.

An orientation for the faculty and non teaching staff would be conducted on professional reporting.

An interactive session would be conducted for the students with eminent researcher Dr. Gasar.

It was decided to conduct the entry level test for UG students and Graduate aptitude test for PG students in first week of December.

The Poppers day was decided to be conducted in December to congratulate the achievers.

Mov's would be signed with Institutions of repute to promote Research and Faculty & Student exchange programs. Faculty were motivated to participate in International conferences and publish papers in Journals.

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Dr. Dalis Dominica

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## Agenda

- Conduct of Ignite for PG
- Conduct of Spectrum for UG.
- Entry level test
- AQAR uploading
- Faculty promotion.
- Submission of Project proposal.

Sr. Dr. Magie Jose

Sr. Dr. Meena K Chemurathur

Dr. Julie P Lazar

Dr. Dalie Dominic

Dr. Litty Mathew

Dr. Meera C.R

Dr. Geetha T

Dr. Dhanya KC

Smt. Betsy Chacko

Smt. Jency James

Dr. Mable

Magie

Meena

Julie

Dalie

Meera

Geetha

Dhanya

Betsy

Jency

Mable

The IQAC Committee met on 29/12/22 and discussed the following.

The entry level test would be conducted on 1/12/22

The sports day would be conducted on 16/12/22 to congratulate the achievers in different disciplines in the University examination

The AQAR data was uploaded according to Criteria

To promote Research Culture in Students

Ignite and Spectrum competitions would be conducted

The faculty free for promotion submitted their documents it was verified and recommended.

It was decided to submit proposals for seminar and projects

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Dr. Dalie Dominica

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The PRC committee met on 20/1/20 and discussed the following  
The entry level test would be conducted on 15/2/20  
The paper day would be conducted on 20/2/20  
to coordinate the scheme in different disciplines  
in the University examination  
The AQR also was explained according to  
Criteria  
To promote Research Culture in students  
Project and seminar competitions would be conducted  
The faculty here for promotion 20/2/20

Agenda

- Research development and women health
- Conduct of Green audit
- Conduct of Ignite and Spectrum.
- Operationalisation of Embase.

Dr. Sr. Magie Jose Magie  
 Dr. Sr. Meena K Chenuvathur Meena  
 Dr. Julie Phazar - Julie  
 Dr. Dalie Domenic A Dalie  
 Dr. Litty Mathew Litty  
 Dr. Meera CR Meera  
 Dr. Creetha T Creetha  
 Dr. Dhanya KC Dhanya  
 Dr. Mable Mable  
 Smt. Jency James Jency  
 Smt. Betsy Chalco Betsy  
 Smt. Jiji Francis. E Jiji

The IQAC meeting was conducted on 6/1/23 and the following decisions were made.

Focussing on the importance to gender equity it was decided to conduct International Seminars on changing faces of Global femininity for the Sr. Dr. Ranil George Endowment Seminars.

It was decided to conduct Green and Energy audit during this Academic year. Discussion with consultants were held with regard with conducting the Audit.

It was decided to conduct Ignite and Spectrum on 10/2/23 and 13/2/23.

It was decided to conduct a National Seminar on Research in women health on 16/1/23.

It was decided to effectively operationalise the Academic ERP Embase

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Dr Dalie Dominick

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The PRC meeting was conducted on 16/1/23 and the following decision was made:  
focusing on the importance to gender equity it was decided to conduct a national seminar on changing faces of global femininity for the 21st century. The seminar will be held on 16/1/23 at St. Mary's College, Thrissur. It was decided to conduct this seminar as a part of the Academic ERP Embase.

Agenda

Mahitha Award 22

Motivate Students - competitive Exam

Extension Activities.

AQAR Submission

Prathibha Day

Gender Sensitisation

Faculty Promotion.

Dr. Sr. Magie Jose

Dr. Sr. Meena K. Chinnathur

Dr. Julie P. Lazar

Dr. Dalie Dominic A

Dr. Lily Mathew

Dr. Meera CR

Dr. Creetha T

Dr. Dhanya KC

Dr. Mable

Smt. Betsy Chacko

Magie

Meena

Lily

Lily

B

Dhanya

Mable

Betsy

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The IQAC committee met on 8/2/23 and made the following decisions.

The committee suggested Dr. R. Bindu for the Mahitha Award 22 for her contributions to the Society. It was decided to motivate the students to participate in competitive exams.

The committee discussed the possibility of conducting extension activities under the head of St. Mary's Extension and outreach activities. It was decided that the list of institutions for conducting extension activities would be prepared and provided. The AQAR 21-22 would be submitted successfully in this month.

Decisions were made to conduct Prathibha Day in first week of March  
 A Seminar on PCOD and its relevance would be held on 10/3/23.  
 Recommended the promotion of faculty due for promotion.

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 Dr. Dalie Dominica

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The IAC committee met on 9/2/23 and made the following decisions:  
 The committee suggested Dr. P. P. for the Mahila Award 2023 for her contribution to the society. It was decided to nominate the student to participate in workshop events.  
 The committee discussed the possibility of conducting extension activities upon the head of St. Mary's extension and outreach activities. It was decided that the list of institutions for conducting extension activities would be prepared and submitted to the IAC on 15/2/23.

## Agenda

Review of activities of the Year

Action Plan - Next Academic Year

Feed back collection

Faculty orientation

Faculty development Program

AQAR Preparation

Extension Activities.

Sr. Dr. Mariette A Therattil

Sr. Dr. Magic Jose

Sr. Dr. Meena K Cheruathur

Dr. Julie P Lazar

Dr. Daire Dominic A

Dr. Lily Mathew Isimpan

Dr. Meera CR

Dr. Dhanya KC

Dr. Geetha T

Dr. Manju Sebastian

Dr. Mabel Mexlen Jacob

Smt. Betsy Chacko

Smt. Jency James

Smt. Diana Mary George

Smt. Jiji Francis E

Smt. Mimi K.M.

Smt. Rakhy Chandan

Smt. Vandana M.B

Smt. Prasanna R

Sr. Jolly Vayhese

Sr. Pruetha PL

Prof. John Cyniac

Mr. Prince Varkey

Dr. Josephine

Magie Jose

Meena

Julie

Lily Mathew

Meera

Dhanya

Geetha

Manju

Mabel

Betsy

Jency

Diana

Jiji

Mimi

Rakhy

Vandana

Prasanna

Jolly

Pruetha

Josephine

The ICAC General body meeting was held on 24/3/2023 and the following decisions were made.

Advanced Learners to be inspired to do MOOC courses  
Monitor MOOC courses and provide incentive.

Prepare a list of Day Celebrations to be organised.  
Students are to be provided with orientation on  
Scholarship from various agencies.

Faculty are to be oriented on Projects from KSESIE, SERB

To improve communication skills in students  
Communicative English classes are to be provided.

Online resources are to be provided. online  
resource preparation may be encouraged.

New innovative teaching technology could be  
adopted and this need to be included in action plan.

Active functional MOU's to be framed.

Collaborative extension activities with Panchayat  
or other institutions should be included.

Promote student internships.

Encourage faculty to take up Research guidance

Promotion of Research and publications

Bridge course to be conducted by departments.

Collect letters of appreciation for achievements.

Submit proposals for UBA.

SDA emblem to be included in brochures.

Faculty are promoted to take membership in  
Academic bodies, Associations & Cultural bodies

Multidisciplinary Add-on courses by host to  
be included - ASAP; online courses, Add on  
courses, statistical analysis.

Inspire students to attend placement drives.

Promote driving classes to ensure  
women empowerment.

Conduct Open house to create awareness in general public on programs in campus.

For improving peer perception Video, whatsapp, instagram to be popularised.

Strengthen activities in the light of previous NAAC suggestions. Result analysis, course outcome realization to be improved and stress on OBE

Mock drill, vigilance, vulnerability assessment check to be done.

Triple AAA to be conducted.

Self defence programs to be conducted.

Formulate SOGAR

Formulate Research policy.

Preparation of Action plan to be done.

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Dr. Dalie Dominic

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