

St John's College, Anchal

Internal Quality Assurance Cell (IQAC)

Minutes of the meeting held on 15/07/2020 at 6 pm in online mode using google meet platform.

Members present

1. Rev. Fr. Johnson G.
2. Rt. Rev. Msgr. Dr. Mathew Corepiscopo
3. Rev. Fr. Jinoy Mathew
4. Jerry C. Jacson
5. Mr. Sibi C. Babu
6. Dr. Thomas Mathew
7. Mr. Jerry C. Jacson
8. Dr. Brilliant Rajan
9. Ms. Liji D.
10. Mr. Twinkle A. R.
11. Dr. Ronie Thomas
12. Mr. Saji Thomas
13. Adv. K. Raju
14. Adv. Abdul Kharim

Agenda

- 1.12 Challenges faced by faculty in the online teaching learning process.
- 2.12 Support systems for students in the pandemic situation.
- 3.12 Efforts of the college on maintaining Covid Protocol.
- 4.12 Reaccreditation of the college.
- 5.12 Any other item permitted by the Chairman.

Decisions

1.12 Challenges faced by faculty in the online teaching learning process.

1.12.1 The faculty members in the IQAC shared their experiences in relation to the online teaching learning process and the different forms of challenges they were facing. The IQAC encouraged the teachers to be part of Orientation Programmes, Refresher Programmes, Webinars and Online Training Programmes which could equip them with more expertise and could also be useful in fulfilling the necessary requirements with regard to service requirements.

1.12.2 The IQAC commended the efforts made by the management and faculty in providing financial support to deserving students; the IQAC also made a special mention of the fund collection by the faculty providing students with smart phones enabling them to attend online classes.

1.12.3 The IQAC decided to direct the faculty to collect a feedback from students on the difficulties they faced regarding participation in online classes.

2.12 Support systems for students in the pandemic situation.

2.12.1 The IQAC entrusted the Principal to form a committee of faculty members to explore possibilities for conducting online webinars, assemblies and PTA meetings to develop opinions leading to meaningful decisions so that systems could be organised and put in place for students.

3.12 Efforts of the college on maintaining Covid Protocol.

3.12.1 The Principal briefed the members on the measures adopted by the institution to enforce Covid protocol among the faculty reporting for duty in the college, the IQAC supported the decisions of the College Council and Principal

with regard to all measures adopted to ensure proper Covid Protocol.

3.12.2 The IQAC decided to develop a protocol with the help of health experts regarding the conduct of university examinations. This would then be distributed to the faculty and students through the Chief Superintendent of University Examinations.

4.12 Reaccreditation of the college.

4.12.1 The IQAC Coordinator informed the members of the extension provided by NAAC considering the pandemic situation with regard to the reaccreditation process. The IQAC directed the Coordinator to look into all the details in connection to this order/letter and make report to the IQAC.

5.12 Any other item permitted by the Chairman.

5.12.1 No other item was taken up for discussion



Coordinator

IQAC



Principal

PRINCIPAL
St. John's College
Anchal-691306

Chairman, IQAC

St John's College, Anchal
Internal Quality Assurance Cell
(IQAC)

Action Taken Report 2020-'21

Decision	Action Taken
<p>1.12.1 The IQAC encouraged the teachers to be part of Orientation Programmes, Refresher Programmes, Webinars and Online Training Programmes which could equip them with more expertise and could also be useful in fulfilling the necessary requirements with regard to service requirements.</p>	<p>Several of the faculty benefitted from the initiatives of the IQAC, teachers participated in online Orientation Programmes, Refresher Programmes, Webinars and Online Training Programmes provided by Ramanujan College, Delhi under PMMMNTT, DB College, Sasthamcotta under HRDC, University of Kerala, HRDCs of Universities and other institutions. This provided opportunities for the faculty to gain expertise in different avenues of the online teaching process, since these institutions followed the regulations laid down by UGC regarding promotion and placement; it benefitted the faculty with regard to their career advancement also.</p>
<p>1.12.3 The IQAC decided to direct the faculty to collect a feedback from students on the difficulties they faced regarding participation in online classes.</p>	<p>Students facing problems with regard to defective devices could be identified. Issues with connectivity, living conditions, pandemic related constraints and attention problems were reported by the teachers, this was compiled by faculty representatives of the IQAC and reported to the Principal.</p>

<p>2.12.1 The IQAC entrusted the Principal to form a committee of faculty members to explore possibilities for conducting online webinars, assemblies and PTA meetings to develop opinions leading to meaningful decisions so that systems could be organised and put in place for students.</p>	<p>The departments arranged online assemblies for students. Online PTA for first year students was conducted and some departments conducted general online PTA meetings. Online webinars were conducted by some departments and several online programmes were conducted by the NSS unit of the college in diverse aspects, of environmental awareness, gender equality, social issues and sensitization to problems of inequality and injustice in the society.</p>
<p>3.12.2 The IQAC decided to develop a protocol with the help of health experts regarding the conduct of university examinations. This would then be distributed to the faculty and students through the Chief Superintendent of University Examinations.</p>	<p>A guideline with regard to Covid protocol was developed and it was widely publicized among the staff and students of the college. A Covid prevention team was organised in association with the Health Department and entrusted with the monitoring and enforcement of Covid protocol in the college.</p>
<p>4.12.1 The IQAC Coordinator informed the members of the extension provided by NAAC considering the pandemic situation with regard to the reaccreditation process. The IQAC directed the Coordinator to look into all the details in connection to this order/letter and make report to the IQAC.</p>	<p>The IQAC Coordinator formulated a time frame for the submission of all pending AQARs, this was reported to the Principal and faculties were informed. A time frame for data collection and compilation was finalized and preparation of AQAR document was initiated.</p>

1.13.1 The IQAC decided to form a committee based on the recommendations of the Health Department to ensure that Covid protocol was followed during conduct of classes as per Government order.

1.13.2 The IQAC resolved to ensure that all directions with regard to control and mitigation of the pandemic would be followed by all concerned.

1.12.3 The IQAC decided to use the support of various government agencies like the Department of fire and rescue, police and health in implementing the government regulations.

A committee was constituted with faculty and government officials including police officers to ensure that the protocol put forward by the State Government would be implemented in letter and spirit. All necessary cooperation was extended to the officials performing mandatory review of the institutional implementation of protocol related requirements.



Coordinator
IQAC



Principal
Chairman, IQAC

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