

St. John's College, Anchal

Internal Quality Assurance Cell (IQAC)

Minutes of the meeting held on 05-07-2023 at 10.30 am in the Principal's chamber convened by the IQAC Coordinator on the direction of the Chairman of the IQAC.

Members Present

1. Dr. Nisha Thomas (Principal and Chairperson of IQAC)
2. Mr. Jerry C. Jacson (Coordinator and Secretary, IQAC)
3. Dr. Sooraj Kumar
4. Dr. Deepa Mary Joseph
5. Ms Anju Mary George
6. Dr Sajan Thomas
7. Dr. Dilip D S
8. Dr Benzoni K B
9. Ms Simi Saju
10. Dr Kavitha C H
11. Dr Josin C Tharian
12. Mr Binu K Joy (Superintendent)
13. Rev Sr Rabaeka Rachael V G (Librarian)

Agenda

1. Initiation of the reaccreditation process.
2. Quality enhancement initiatives.
3. Feedback analysis.
4. Any other matter permitted by the chairperson.


The Chairperson (Principal of the college) of the IQAC addressed the members of the IQAC, placing the agenda of the meeting before the gathering. She emphasised the need for a collective effort with the whole hearted cooperation of all the staff. The constant support provided by the management was mentioned by her and she encouraged all to put in their utmost effort in tune with the vision of the management.

The Chairman then called upon the Coordinator (Secretary) of the IQAC to introduce the items on the agenda for the meeting.

Agenda Item	Discussion	Decisions and further actions
1. Initiation of the reaccreditation process.	<ol style="list-style-type: none"> 1. Dr Thomas Mathew said that the college had to go for reaccreditation without further delay taking into consideration the fact the funding agencies place importance on this aspect. 2. Principal suggested that the existing committees be reconstituted according to the requirements suggested by the respective Conveners. 	The IQAC decided to entrust the Coordinator with reconstituting the various committees in consultation with the Principal.
2. Quality enhancement initiatives.	<ol style="list-style-type: none"> 1. Ms Rashmi S. Pillai opined that a comprehensive quality audit was needed to identify areas of improvement. 2. Dr Kavitha C. H. expressed the opinion that new ideas had to be pooled in and appropriate action taken considering the requirements of contemporary areas of academics. 	The IQAC unanimously decided to hold a talk and discussion on quality enhancement initiatives.
3. Feedback analysis.	<ol style="list-style-type: none"> 1. The Principal commended the efforts of the team lead by Ms 	The IQAC decided to entrust the Coordinator with

	<p>Rashmi S. Pillai and Dr Lalitha Joseph in making possible effective collection of feedback from stakeholders.</p> <p>2. Ms Rashmi S. Pillai said that Ms Gouri S. Nair had completed the analysis of the feedback and the report was placed in the IQAC.</p>	<p>publishing the report in the website.</p>
<p>4. Any other matter permitted by the chairperson.</p>	<p>No matter was taken up.</p>	


Coordinator


Principal & Chairperson
PRINCIPAL
St. John's College
Anchal-691306




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Discussion	Action taken
The IQAC decided to entrust the Coordinator with reconstituting the various committees in consultation with the Principal.	The committees were reconstituted with faculty added in place of those who were transferred. Conveners were also reshuffled based on the requirements of each criterion.
The IQAC unanimously decided to hold a talk and discussion on quality enhancement initiatives.	A talk was held with Rev Dr Giji Thomas (Retd. Professor and former Principal, NAAC PTM) followed by discussion sessions. All Conveners presented their reports based on the discussions.
The IQAC decided to entrust the Coordinator with publishing the report in the website.	The report was published in the website for public scrutiny.


Coordinator




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