



IQAC MINUTES 2020-21



Date: 03/06/2020

Venue: Board room

Time : 11.30 pm

Agenda

- Conduct of classes in online mode
- Engagement with students during the pandemic
- Purchase of LMS
- Training for faculty members in online teaching
- Reconstitution of committee in charge of supervising seminars, workshops etc

The meeting began with a silent prayer.

- The current Covid situation was discussed. Members suggested various ways of dealing with the crisis in the education sector owing to Covid.
- Departments to offer psychological and emotional support to students.
- It was decided to purchase an LMS as a common learning platform. Moodle was chosen.
- The IQAC suggested that all teachers undergo training in the area.
- An Institutional mail id was required. It was decided to allot Institutional ids to all teachers.
- The Committee in charge of supervising the conduct of seminars, workshops etc was reconstituted as SHAKTI. It is to supervise the conduct of online programmes organized.

Members Present

1. Dr.Gigi George
2. Dr.Anupma P
3. Dr.Minu Susan Koshy

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Dr.Anupama P
IQAC Coordinator



Principal - in - charge
Mar Thoma College For Women
Perumbavoor - 683 542



Date: 30/09/2020
Venue: Board room
Time : 11.30 pm

Agenda

- Monitoring of online teaching
- Reports from sub-committees of IQAC
- Application for NIRF
- Application for ARIIA ranking
- Apply to be nodal agency for IIC
- Apply to be nodal centre of IEDC

The meeting began with a silent prayer.

- The progress of online teaching and the use of online tools were discussed.
- Reports were sought from the sub-committees of the IQAC-SHAKTI, VOICE VEEKSHAN and LAKSHYA.
- LAKSHYA was given additional charge of collecting online teaching reports from teachers.
- It was decided to apply for NIRF on time.
- In IQAC decided to apply for ARIIA ranking for the first time.
- It was decided to apply for membership as a nodal agency for the MHRD's Institution's Innovation Council.
- The College will apply to be a nodal centre of Innovation and Entrepreneurship Development centre of the Government of Kerala.

The meeting concluded at 01.00 pm.

Members Present

Mrs. Chaithanya Elsa Achenkunju

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Dr. Anupama P
IQAC Coordinator



Principal-in-charge
Mar Thoma College For Women
Perumbavoor - 683 542

Date: 30/10/2020

Venue: Board room

Time : 02.00 pm

Agenda

- Change of Convener for criterion on Curricular Aspects
- Regularization of timetable
- Conduct of tutorial classes
- Conduct of value-education classes
- Use of DeQ
- Shift to Moodle
- Collection of data for AQAR
- Addition of students to e-platforms

The meeting began at 02.00 pm with a silent prayer.

The following decisions were taken.

- Change of convener for Curricular Aspects.
Ms.Preethi Sara Joseph has made a request to relieve her for duty as Convener.
- Regularization of Time Table: The slots were decided as follows:

1 st hr	-	8.30 - 09.20
2 nd hr	-	09.20 - 10.15
3 rd hr	-	10.30 - 11.20
4 th hr	-	11.20 - 12.15
5 th hr	-	12.30 - 01.30
- Tutorial sessions to be conducted on Monday (2.3 pm).
- Value education classes to be conducted on Wednesdays by external experts.
- The Coordinator provided an overview of De Q Convener were requested to log in to the portal.
- It was suggested to shift to Moodle immediately.
- Data for AQAR to be collected at the earliest.
- Reminder reg. addition of new students to e-platforms.

The meeting came to close at 03.30 pm.

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Dr. Anupama P
IQAC Coordinator



Principal-in-charge
Mar Thoma College For Women
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Date: 12/01/2021
Venue: Board room
Time : 11.30 pm

Agenda

- Approval of College as nodal centre of IIC and IEDC
- Approval of College as nodal centre of Coursera
- Student enrolment in Coursera
- Submission of AQAR data
- Completion of application for NIRF ranking
- Conduct of PTA meetings

The meeting began with a silent prayer.

- The Principal announced that the College has been approved as a nodal centre of both IIC and IEDC.
- The College has been accepted as a nodal centre for Coursera.
- Students to be encouraged to pursue courses in Coursera.
- AQAR data to be submitted by conveners before 30 January 2021.
- The Institution applied for NIRF.
- PTA meetings to be held regularly.

The meeting concluded by 01.00 pm

Members Present

1. Dr.Sujo Mary Varghese
2. Dr.Anupama P
3. Dr.Minu Susan Koshy
4. Dr.Rajani Jacob
5. Mrs.Chaithanya Elsa Achenkunju

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Dr.Anupama P
IQAC Coordinator



Principal - in - charge
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