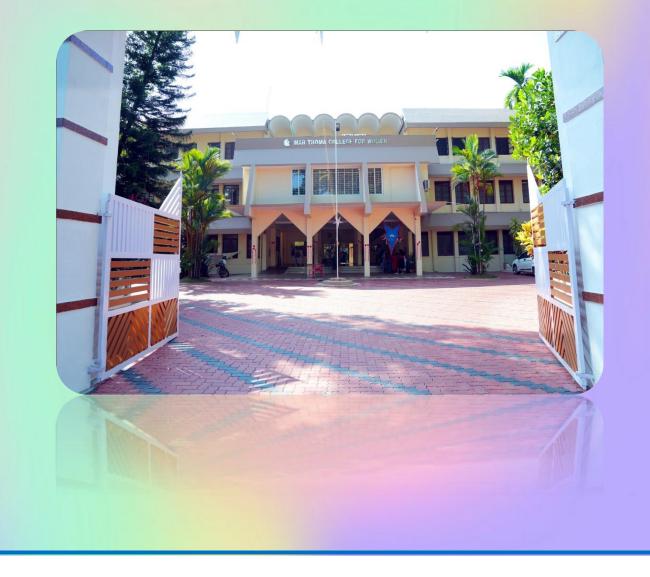


IQAC MINUTES 2020-21



Date: 03/06/2020 Venue: Board room Time : 11.30 pm

<u>Agenda</u>

- 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:

I 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 Perumbavoor - 683 542

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 Mar Thoma College For Women Perumbavoor - 663 542