

Mar Thoma College, Tiruvalla

IQAC 2021-2022

DATE: 10.01.2021

TIME: 11.30AM

PLACE: Media Centre

A combined meeting of the IQAC members and Criterion Convenors was held on 10th January, 2022 at 11:30am in the Media Centre.

Agenda:

1. SAAC- 2nd Phase discussion
2. AQAR – to be filled and completed at the earliest.
3. Organizing a half-day SAAC Preparation- Guidelines – Seminar – in Association with KSHEC, this week.

MEMBERS PRESENT:

1. Dr. Varughese Mathew(Principal)
2. Dr. Susan Thomas
3. Mr. Anoop Koshy George
4. Mr. Vishnu Namboodiri
5. Mr. Santhosh Jacob
6. Mr. Aravind Sankar N
7. Dr. Ajesh K Zachariah
8. Dr. Nebu John
9. Dr. Jacob Thomas

The IQAC coordinator gave the introductory remarks – the SAAC accreditation process and the AQAR Preparation.

The AQAR Preparation work to be done at the earliest.

- The work to be done at the earliest.
- The registration for SAAC has been done and the template of Criterion are now active. Various Convenors of different criterion to be informed about this, and the data compilation process to begin at the earliest.
- The various files to be collected from the department, from the institution and from individuals to be listed out by the Criterion Convenors and the list to be emailed to be the IQAC at the earliest.
- The KSHEC has agreed to conduct an Orientation Class on the SAAC accreditation procedure, in view of this, the IQAC decided to host this programme as an offline event and arrange for a two-hour orientation programme for all the faculty members.
- The academic audit (external) is scheduled for 18th and 19th February, 2022, and Internal Audit of files to be maintained in each department to be given to the HOD's
- A meeting of the HOD's and NAAC Coordinators of each department to be convened after the list is ready, and necessary action to be taken.
- The first internal exams for the I UG Batches to be held, centrally, in the coming week so that students can experience the university exam pattern.
- All departments to conduct orientation courses for Ist UG / Ist PG at the earliest and to submit reports of the same to the IQAC.

Sd/-
Dr. Varughese Mathew
Principal
Mar Thoma College, Tiruvalla



Sd/-
Dr. Susan Thomas
Coordinator