

**Mar Thoma College, Tiruvalla**

**IQAC 2021-2022**

DATE: 19.01.2021

TIME: 11.30AM

PLACE: Media Centre

A combined meeting of the Heads of the Departments, Departmental NAAC Co-ordinators and IQAC members was held on 19<sup>th</sup> January, 2022 at 11.30am in the Media Centre.

The following members were present.

1. Dr. Varughese Mathew (Principal)
2. Dr. Susan Thomas
3. K. M Vishnu Namboodiri
4. Mathew Sam
5. Aravind Sankar N
6. Dr. Ashley Susan Philip
7. Dr. Neeta N Nair
8. Anu Ann James
9. Dr. Raju Thomas K
10. Rahul N
11. Dr. Shilly Elizabeth David
12. Dr. Neema Ani Mangalam
13. Sony Achamma Thomas
14. Happy Krishnan
15. Dr. Antu Annam Thomas
16. Dr. Shaji Varghese
17. Manesh Jacob

**Agenda**

- SAAC accreditation.
- AQAR Submission.
- Documents to be maintained in the department.
- Preparation for next accreditation.

The following decisions were taken:

Departments were asked to collaborate with different institutions and sign MoUs with them.

- The teachers were informed that the students' placements register which was given by the IQAC was to be updated and returned.
- The teachers work summary to be submitted to the IQAC by individual teacher.( A record of all the work done by the teachers each year)
- The AQAR submission process to be completed soon-and the departments to furnish the documents asked by the IQAC.
- The work for the accreditation process (SAAC & NAAC) to begin at the earliest by the criterion conveners.
- A detailed presentation of the SAAC criterion was given by Nebu sir. HE asked the criterion conveners to collect the data from 2019 to 2021 as the previous year's data may be taken from the NAAC database compilation. The criterion conveners were asked to hold regular meetings to compile data.

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



Sd/-  
Dr. Susan Thomas  
Coordinator