

Mar Thoma College, Tiruvalla
IQAC 2021-2022
IQAC MEETING ON 08-07-2021

Minutes of the Meeting held on 08-07-2021 (Online)

Agenda

- ❖ Starting new short-term courses, Academic Enrichment Programmes etc,
- ❖ Value added Courses.
- ❖ AQAR preparation.
- ❖ Conducting Green Audit and Energy Audit.
- ❖ Induction programme for I year students.
- ❖ Internal Examinations and Marks uploading.
- ❖ Purchase of ERPS.
- ❖ Any other relevant matters.

Members Present

- Dr Varughese Mathew
- Vishnu Namboodiri K M
- Dr Susan Thomas
- Anoop Koshy George
- Santhosh Jacob
- Dr Jacob Thomas

Minutes

1. Dr Antu Annam Thomas was chosen as the convener of the Academic Enrichment programmes. A brochure to be designed with all the extracurricular programmes listed out.
2. It was decided that an Academic and Administrative Audit should be conducted this year spanning the data of the last two years. (The Audit could not be conducted in the last year due to the pandemic situation)
3. The Physics Department to be requested to conduct the Energy Audit and the Prof Jacob Thomas of the Botany Department to be in charge of conducting the Green Audit.
4. It was decided to undertake the preparatory works for AQAR submission and NIRF data submission. Vishnu Namboodiri K M to coordinate the NIRF data submission process.
5. A meeting of the ICT committee to be convened to decide about the ERPS and the IT up gradation required in the campus.
6. The Induction Program to be conducted online for I DC students. It is to be mandatory for all students. The detailed program to be prepared by the convener Dr Susan Thomas.
7. The pending Internal Examination for odd semesters to be conducted by the departments. Internal Exam Committee to be given directions regarding this.

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



Sd/-
Dr. Susan Thomas
Convener