



MAR THOMA COLLEGE, TIRUVALLA

Reaccredited with 'A' Grade (Fourth Cycle) by NAAC &
All India 80th Rank in NIRF 2021

IQAC MEETING

Date: 22TH SEPTEMBER, 2022

Venue:-Seminar Hall

Time: - 1.15pm

The following members were present:

1. Dr. Varughese Mathew
2. Dr. Susan Thomas
3. Dr. Neeta N Nair
4. Dr. Ashley Susan Philip
5. Dr Shiny Thomas
6. Sri. Retheesh R
7. Sri. Santhosh Jacob
8. Sri. Agney G K
9. Sri. Reji Mathew
10. Dr. Nebu John
11. Sri. Anoop Koshy George
12. Dr. Arun Vinod
13. Sri. Jijo John Varughese
14. Sri. Alex P Zachariah
15. Smt. Neenu Skaria
16. Dr. Litty Yohannan
17. Dr. Mathew Sam
18. Dr. Neema Ani Mangalam
19. Dr. Jacob Thomas
20. Lt. Raison Sam Raju

Agenda:

- Presentation of AQAR
- Preparation of Next AQAR
- NIRF preparation
- Science Festival – for XII Standard Students



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- Upcoming events
- ❖ The IQAC coordinator Dr. Susan Thomas presented the prepared AQAR. It was approved for submission by the committee members present.
- ❖ It was decided that the next AQAR submission be undertaken criterion wise and in a time-bound manner. All criterion conveners were requested to meet once a week, along with the members of the criteria and discuss the preparatory steps, and the measures required for improving the performance in each criterion. The IQAC coordinator pointed out the weak points in each criterion and gave a few suggestions on how each criteria performance would be improved.
- ❖ The HODs were asked to include PG/UG students for the Data Collection from students like students achievements and students participation in programmes/sports events. A detailed report could thus be sent to the IQAC.
- ❖ After every programme conducted by the department/club a detailed report of the same was to be sent to
 - 1) The website data Committee
 - 2) The IQAC. The email of the website data collection was given . The report to include
 - 1) Photographs (geo-tagged and normal)
 - 2) A brief report of the event in 100-200 words.
 - 3) A copy of the attendance sheet.
- ❖ The library needs important and strategic interventions. The library committee and ICT Committee may jointly plan about the improvements to be made.
- ❖ The department may design their own questionnaire and collect feedback from students on Bridge courses, Add on courses and Core papers. It may be evaluated and action taken.
- ❖ The departments can collect feedback from Alumni who visit the institution, to get a better idea for Peer perception.
- ❖ The departments may organize programmes pertaining to – professional Ethics, Gender issues, Human Values, rights and responsibilities of citizens, constitutional obligations etc. All important days may be observed and programmes conducted.
- ❖ All departments must have one



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- Add on Course
- Certificate Course
- Academic Enrichment Program
- Extension programme-Academic and community
- ❖ The Departments must get together and think of submitting research proposals of an interdisciplinary nature-and try their best to game funds from-Alumni, agencies, state government and central government bodies and other funding agencies.
- ❖ Given campus initiatives must be expanded
 - Criterion Conveners may think of the ways in which it can be done.
- ❖ Audits on environment and energy must be conducted.
- ❖ All activities must be uploaded on the website, as web links to every event must be given on the website. Department level coordinators to ensure the same.
- ❖ It would be good if every teacher can publish at least one article per year. Research output of science departments must be increased.

After the above suggestions were given, the IQAC Coordinator mentioned that an email will be sent to the Heads of the Departments about the programmes to be conducted every year.

- ❖ A science Festival is to be conducted for standard XII students of nearby schools. All science departments to prepare a short video of their department facilities and labs to exhibit at the programme. All Science departments to get their labs ready and at least one teacher to be present in the science departments when the students visit the labs. A Scholarship test and prizes to be given by the Brilliants Group at the event.
- ❖ The Induction programme for I year students to begin from 28th September. Immediately after that the Bridge Course (Foundation Course) organized by departments to follow.

IQAC Chairperson and Principal

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



IQAC Coordinator

Sd/-
Dr Susan Thomas