Office/Fax: 0481 - 2505212, Principal (Per.): 2508212, Principal (Mob) 9446477459

All India 69th in NIRF Ranking 2018

A Postgraduate Institution of the Malankara Orthodox Church with facilities of Arts, Science and Commerce

Dr. Shyla Abraham Principal

Date: 04.06.2021

Minutes of the IQAC meeting held on June 4,2021

Members present

- 1. Dr. Shyla Abraham (Principal)
- 2. Dr. M. E. Kuriakose (Management Representative)
- 3. Prof. Preetha Mathew (Co-ordinator)
- 4. Dr. Mini Joseph (Associate Professor, Commerce)
- 5. Dr. Anilakumari K S. (Assistant Professor, Zoology)
- 6. Prof. Preethy Saira Philip (Assistant Professor, Economics)
- 7. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
- 8. Dr.Anit Elizabeth (Assistant Professor, Physics)
- 9. Lt.Renish Joseph (Assistant Professor, Politics)
- 10. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
- 11. Prof. Bini Maria Elias(Assistant Professor, Commerce)
- 12. Sri. Benny V. (Office Superintendent)
- 13. Dr. Liz Gabriel (Alumni Representative)
- 14. Ms. Shalu Mariam George(Student Representative)

Agenda

- 1. Confirmation of the meeting held on 31st March 2021 and Action taken report
- 2. Appointment of new IQAC Co-ordinator
- 3. Analysis of the results of previous academic year
- 4. Classes in online mode& monthly statements of online classes

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KURIAKOSE GREGORIOS COLLEGE

Pampady, Kottayam (Dist.), Kerala. Pin - 686 502.

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Dr. Shyla Abraham Principal

- 5. World Environment and Yoga Day celebrations in online mode
- 6. Preparation of Academic Calendar 2021-22
- 7. Feedback and student satisfaction survey
- 8. Ensure the participation in NIRF and AISHE
- 9. Remedial, mentoring and tutorial system
- 10. Teaching plan of faculties
- 11. Add-on/Certificate/Value added courses of departments
- 12. Programmes in online mode & Action plan of departments for the year 2021-22
- 13. Seminars/webinars on relevant topics especially on elements of NEP
- 14. Selection of ward 12 as the adopted village of the college
- 15. Any other matter permitted by the chair

The meeting started at 11am in the board room under the chairmanship of Dr. Shyla Abraham, Principal. The meeting discussed the following matters in detail

- 1. The meeting confirmed the minutes of the previous meeting held on 31/3/2021
- 2. The Principal welcomed the members and emphasised the need of strengthening the activities of the IQAC during the new academic year. In the meeting, it was decided to appoint Lt.Renish Joseph as the new IQAC Co-ordinator. The new IQAC Co-ordinator requested the sincere cooperation of the IQAC Team in each and every activities. As the time for the renewal of the accreditation is fast approaching, he emphasised the need for the speedy and effective steps in all aspects.
- 3. Results of the previous academic year was discussed and principal congratulated various departments for their performance and urged them to increase the pass percentage further.
- 4. Due to the covid pandemic it was decided to conduct the classes online as per the instructions from the university. All faculties are required to submit a monthly statement of online classes to IQAC on or before 10th of every month.



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Principal

- 5. It was decided to observe the environment and yoga day celebrations in online mode under the auspices of NCC and NSS.
- 6. Preparation of academic calendar for the year 2021-22 was discussed and Ms. PreethySaira Philip was assigned with the same.
- 7. It was decided to distribute online feedback forms to students, parents, alumni and employers. Student satisfaction survey also to be conducted in online mode.
- 8. It was decided to ensure the participation of the college in the NIRF and AISHE.
- 9. Departments were directed to follow the remedial, mentoring and tutorial system regularly.
- 10. All faculties were asked to submit the teaching plan for the faculties for the year 2021-22.
- 11. Departments were asked to start new add-on/value added/certificate courses for the year 2021-22.
- 12. It was decided to ask all the departments to submit the action plan for the new academic year before June 31st,2021.Programmes to be conducted in online mode.
- 13. It was decided to conduct various seminars/webinars on elements of NEP.
- 14. A decision was taken to select Ward 12 of Pampady Panchayat as the adopted village of the college and conduct extension activities in the same.

IQAC CO-ORDINATOR



Principal In J Kuriakose Gregorios College Pampady Kottayam 686 502



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Dr. Shyla Abraham Principal

Date: 03.08.2021

Minutes of the IQAC meeting held on August 3,2021

Members present

- 1. Dr. Shyla Abraham (Principal)
- 2. Lt.Renish Joseph (Co-ordinator)
- 3. Dr. Mini Joseph (Associate Professor, Commerce)
- 4. Dr. Anilakumari K S. (Assistant Professor, Zoology)
- 5. Prof. Preethy Saira Philip (Assistant Professor, Economics)
- 6. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
- 7. Dr.Anit Elizabeth (Assistant Professor, Physics)
- 8. Prof.Preetha Mathew (Assistant Professor, Mathematics)
- 9. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
- 10. Prof. Bini Maria Elias(Assistant Professor, Commerce)
- 11. Sri. Benny V. (Office Superintendent)
- 12. Ms. Shalu Mariam George(Student Representative)

Agenda

- 1. Confirmation of the meeting held on 4th June 2021 and Action taken report
- 2. Observation of Azadi Ka Amrit Mahotsav
- 3. Review of action plans
- 4. Common assessment test by IQAC for newly admitted students
- 5. Best Practices revival
- 6. Title for extension activities
- 7. Class diary for monitoring of academic activities

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Dr. Shyla Abraham Principal

- Solid waste management
- 9. Orientation class for the first year students
- 10. Training programme on OBE
- 11. Any other matter permitted by the chair

The meeting started at 3.30pm in the board room under the chairmanship of Dr. Shyla Abraham, Principal. The meeting discussed the following matters in detail

- 1. The meeting confirmed the minutes of the previous meeting held on 04/6/2021
- 2. It was decided to conduct a series of programs under the title 'Bharateeyam' (exploring India) in connection with Azadi Ka Amrit Mahotsav.
- 3. IQAC reviewed the activities of the departments and clubs on the basis of the Plan of Action submitted and it was also decided to convene a review meeting in every three months.
- 4. IQAC decided to conduct KYS(Know Your Student) a common admission test for the newly admitted students. The students will be categorized into advanced, intermediate and slow learners on the basis of the same.
- 5. Members proposed reviving the college's best practices in light of recent changes. Deliberations were held in depth, and HoDs were asked to provide feedback.
- 6. Opinion was seeked regarding a title for the extension activities of the college. Members suggested that the title should be in tune with our vision and mission.
- 7. It was decided to introduce a class diary in every classes for the batches of 2021-22 onwards. The class diary will be maintained by the class tutor and student leader.
- 8. Revision of the policy of Solid Waste Management was proposed and it was decided to sign an MoU with a scrap unit for the disposal of solid wastes in the campus.
- 9. A discussion was held regarding the date of orientation programme to be conducted for the first year students. Members suggested that the programme shall be held once the classes starts in offline mode.



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Dr. Shyla Abraham Principal

10. It was decided to conduct a training programme for teachers on OBE in hybrid mode on September.
Date is to be finalized.

IQAC CO-ORDINATOR

TOY-88650

DR. SHYLA DRAHAM Principal RINCIPALE Kuriakose Gregorios College Pampady Kottayam 686 502



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Dr. Shyla Abraham Principal

Date: 23.11.2021

Minutes of the IQAC meeting held onNovember23,2021

Members present

- 1. Dr. Shyla Abraham (Principal)
- 2. Dr. M E Kuriakose (Management Representative)
- 3. Lt.Renish Joseph (Co-ordinator)
- 4. Dr. Mini Joseph (Associate Professor, Commerce)
- 5. Dr. Anilakumari K S. (Assistant Professor, Zoology)
- 6. Prof. Preethy Saira Philip (Assistant Professor, Economics)
- 7. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
- 8. Dr.Anit Elizabeth (Assistant Professor, Physics)
- 9. Prof.Preetha Mathew (Assistant Professor, Mathematics)
- 10. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
- 11. Sri. Benny V. (Office Superintendent)
- 12. Mr.Jijo Joseph (Industrialist)
- 13. Ms. Shalu Mariam George(Student Representative)

Agenda

- 1. Confirmation of the meeting held on 3rd August 2021 and Action taken report
- 2. AQAR Criterion committees
- 3. KYS Analysis
- 4. Question paper archive in the website
- 5. Constitution Day celebration
- 6. Review of action plans
- 7. Any other matter permitted by the chair



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Dr. Shyla Abraham

Principal

The meeting started at 11.00am in the board room under the chairmanship of Dr. Shyla Abraham, Principal.

The meeting discussed the following matters in detail

- The meeting confirmed the minutes of the previous meeting held on 03/8/2021
- The meeting evaluated the activities of IQAC. The following members were given the charge of different criteria of AQAR.
 - Criteria I- Curricular Aspects -> Ms. Preethy Saira Philip
 - Criteria Il- Teaching, Learning and Evaluation -> Dr. Anit Elizabeth
 - Criteria III- Research, Innovation and Extension -> Dr. AnilaKumary K. S.
 - Criteria IV -Infrastructure and Learning Resources -> Dr. Joji M. Philip
 - Criteria V-Student Support and Progression -> Ms. Vinitha Varkey
 - Criteria VI- Governance, Leadership and Management -> Ms. Berly Sebastian
 - Criteria VII- Institutional Values and Best Practices-> Dr. Joy Thomas
- 3. Based on marks of KYS test, it was decided to categorize students into Advanced, Intermediate and Slow learners. Departments will be required to give special care to each category as per their needs.
- There was a demand from the students to include a question paper archive in the website. IQAC
 decided to implement the same.
- 5. A decision was taken to celebrate the constitution day on November 26.Display boards on preamble, fundamental rights and duties will be unveiled in the campus as part of the same.
- 6. Bi-monthly review of the action plans submitted was done and the principal congratulated the departments and clubs for conducting programmes as per the schedule.
- 7. As per recommendation from student representative of IQAC, it is decided to constitute a Readers' Forum to promote reading among students.

IQACCO-ORDINATOR

DR. SHYLA ABANHAM
Principal PRINCIPAL
Kuriakose Gregorios College
Pampady Kottayam 686 502



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Dr. Shyla Abraham Principal

Date: 15.02.2022

Minutes of the IQAC meeting held on February 15, 2022

Members present

- 1. Dr. Shyla Abraham (Principal)
- 2. Dr. M E Kuriakose (Management Representative)
- 3. Lt.Renish Joseph (Co-ordinator)
- 4. Dr. Mini Joseph (Associate Professor, Commerce)
- 5. Dr. Anilakumari K S. (Assistant Professor, Zoology)
- 6. Prof. Preethy Saira Philip (Assistant Professor, Economics)
- 7. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
- 8. Dr.Anit Elizabeth (Assistant Professor, Physics)
- 9. Prof.Preetha Mathew (Assistant Professor, Mathematics)
- 10. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
- 11. Sri. Benny V. (Office Superintendent)
- 12. Mr.Jijo Joseph (Industrialist)
- 13. Ms. Shalu Mariam George(Student Representative)

Agenda

- 1. Confirmation of the meeting held on 23rdNovember 2021 and Action taken report
- 2. Bi-monthly review of activities of departments and clubs
- 3. MOC conference on NEP
- 4. Arts festival
- 5. OBE implementation
- 6. Any other matter permitted by the chair

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Dr. Shyla Abraham Principal

The meeting started at 11.00am in the board room under the chairmanship of Dr. Shyla Abraham, Principal. The meeting discussed the following matters in detail

- 1. The meeting confirmed the minutes of the previous meeting held on 23/11/2021
- 2. The meeting evaluated the activities of departments and various clubs. The IQAC co-ordinator emphasized the need of conducting more fruitful and beneficial programmes for students
- 3. There is a detailed discussion regarding the successful organization of MOC Conference on NEP which will be conducted on the last week of March. Date is yet to be finalized.
- 4. Arts festival is tentatively fixed on the last week of march.
- 5. Following the training programmes conducted on OBE the departments were asked to frame the PSOs and COs. IQAC decided to form a subcommittee for OBE implementation.

IQAC CO-ORDINATOR

Principal In-charge Kuriakose Gregorios College Pampady Kottayam 686 502



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Or. Shyla Abraham rincipal

Date: 10.05.2022

Minutes of the IQAC meeting held onMay10,2022

Members present

- 1. Dr. Shyla Abraham (Principal)
- Lt.Renish Joseph (Co-ordinator)
- 3. Dr. Mini Joseph (Associate Professor, Commerce)
- 4. Dr.Anilakumari K S. (Assistant Professor, Zoology)
- 5. Prof. Preethy Saira Philip (Assistant Professor, Economics)
- Prof. Vinitha Varkey (Assistant Professor, Chemistry)
- 7. Dr.Anit Elizabeth (Assistant Professor, Physics)
- 8. Prof.Preetha Mathew (Assistant Professor, Mathematics)
- 9. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
- 10. Sri. Benny V. (Office Superintendent)
- 11. Ms. Shalu Mariam George(Student Representative)

Agenda

- 1. Confirmation of the meeting held on 15th February 2022 and Action taken report
- 2. Action plan of departments and clubs
- 3. Academic calendar
- 4. Gender sensitization plan
- 5. OBE manual
- 6. Any other matter permitted by the chair



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Dr. Shyla Abraham

Principal

The meeting started at 11.00am in the board room under the chairmanship of Dr. Shyla Abraham, Principal. The meeting discussed the following matters in detail

- 1. The meeting confirmed the minutes of the previous meeting held on 15/02/2022
- The meeting evaluated the activities of departments and various clubs in the academic year 2021 The plan of action for 2022-23 have to be submitted by the first week of June.
- 3. It was also decided to prepare the academic calendar by the first week of June.
- 4. Preparation of gender sensitization plan is to be entrusted to women's forum.
- PSOs and COs from departments were compiled by the OBE committee and was placed before the IQAC for final approval.
- 6. A discussion was also held regarding the preparation of SSR since the college will ran out of accreditation on November 2022. It was decided to begin the criterion wise data collection and documentation for the preparation of SSR.
- 7. It was decided to conduct a one day training programme for the administrative staff on MS Excel.

8. Faculties were directed to submit the annual appraisal forms by June 10th.

QAC CO-ORDINATOR

DR. SHYLPRINCIPALAM
Principal In-charge
Kuriakose Gregorios College
Pampady Kottayam 686