



# **IQAC MINUTES 2021-22**



**ST. THOMAS COLLEGE, RANNI**  
**PATHANAMTHITTA 689533**

Minutes of IQAC meeting held on 9/6/2021

The first IQAC meeting of Academic year 2021-2022 was held on 9/6/2021 at 2.30 pm. The meeting was presided over by honourable Principal Dr. Aleyamma Kuruville.

The following decisions were taken

- 1) All departments were to submit Department level data for AQAR 2020-21 by August 31<sup>st</sup> 2021
- 2) All departments, Committees & Cells of the College should send the reports and photographs of all activities conducted to IQAC mail and website mark once the programme is conducted. Meeting came to a close at 3.30 pm
- 3) <sup>Based on all feedback received</sup> it was decided to inform the management <sup>of university regarding</sup> the changes taking

The following members participated

Dr. Aleyamma Kuruville  
 Dr. Rigo Adiculla (IQAC Coordinator) Adiculla  
 Sreka Kley Jacob Jacob  
 M. Ansu Jacob  
 Dr. R. Anuana Dey R. Anuana Dey  
 Benny George Benny George  
 Dr. Devi Prinja M. Devi Prinja M.  
 Anju Joseph Anju Joseph

Amal Kumar Amal Kumar  
 (Pozharangadi Panchayat President)  
 Capt. John M George  
 Devika Gopalakrishnan  
 (Student Representative)  
 George Mary John  
 (Student Representative)  
 Sreerajini Kamal  
 (Alumni Representative)  
 S. C. Purnoose  
 (Industrialist Representative)

Action taken Report of meeting held on 9/6/2021

- 1) All departments Submitted Department level data pertaining to academic year 2020-21 for submission of AQAR 2020-21.
- 2) All Departments, Committees & Cells of the College send reports & photographs of all programmes conducted by them to ISAC mail & website mail after the commencement of each programme.
- 3) Feedback received regarding curriculum was conveyed to the University through Board of Studies members and management was intimated the change to be incorporated in ambience of the institution.

Minutes of IQAC meeting held on  
25/6/2021

The IQAC meeting was held at 12 pm at IQAC room. The meeting was presided over by honourable Principal of the college Dr. Aleyamma Kuruvilla.

### Agenda

Distribution of Seven Criteria to Seven convenors & preparation of Plan of Action for the year.

### Decisions Taken

Representatives from various departments were made convenors and co-convenors of Seven criteria, they were to prepare a plan of action for the year & implement it.

The meeting came to a close at 1.30 PM

The following members participated

Dr. Aleyamma Kuruvilla

Dr. Digny Idiculla (IQAC Coordinator)

Anju Joseph

Sneha Ely Jacob	Sewa
Ansu Jacob	A. H.
Dr. R. Aruna Devi	R. Aruna Devi
Benny George	Benny George
Capt. John M O'Keefe	Capt. John M O'Keefe
Dr. Devi Prinja M.	Dr. Devi Prinja M.
Devika Gopalakrishnan	Devika (Student Representative)
Stency Macey John	Stency
(Student Representative)	

Action Taken Report of the meeting held on  
25/6/2021

1. Convenors & Co-convenors of all criteria's prepared a plan of action for the year and they implemented the same.

Minutes of IQAC Meeting held on  
9/8/2021

Agenda

- a) Organise programmes and Competitions as a part of Independence day celebrations.
- b) Submission of data of AQAR 2020-21

The meeting began at 2:30pm, it was presided over by honourable principal Dr Aleyamma Kuruvilla.

Following decisions were taken

- 1) A series of programmes were to be organised as a part of Independence Day Celebration. Department of History & ~~Part~~ Malayalam to coordinate activities
- 2) All the departments were to submit data for AQAR 2020-21 by August 31<sup>st</sup>.

The meeting came to a close at 3:30 pm.

The following members participated

Dr. Aleyamma Kuruvilla PRINCIPAL  
 Dr. Rigy Idiculla (IQAC Coordinator) Idiculla

Benny George	<del>Immy</del>
Ansu Jacob	<del>J. H.</del>
R. Aluna Dery	R. Stealy
Dr. Devi Priya M.	<del>Devi Priya</del>
Capt John M George	<del>John M George</del>
Anju Joseph	Anju
Sneha Hely Jacob	<del>Sneha</del>
Deika Chopalakrishnan	Deika (Student Representative)
Stency Maeg John	Stency
(Student Representative)	
H.C. Punnooie	H.C.P. (Industrialist Representative)

Action taken Report of the meeting held on  
9/8/2021

1. As a part of celebration of 75<sup>th</sup> year of Independence a number of <sup>three</sup> programmes <sup>were conducted</sup> at the college under the leadership of Department of History & Malayalam.
2. All departments Submitted data pertaining to academic year 2020-21 by August 31<sup>st</sup> 2021.

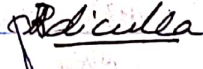

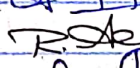
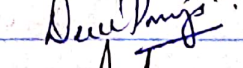
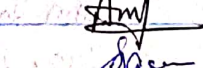
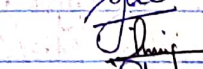
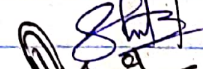

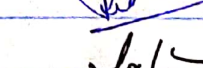
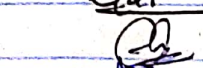


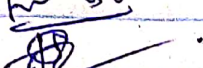
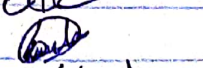





Two Day Faculty Development Programme on  
 NAAC Re-Accreditation & SSR Preparation  
 Held on 1/9/2021 & 2/9/2021  
 for Teaching & Non-Teaching Staff

Resource Person : Dr Sony Kuriakose  
 (IQAC coordinator, Nirmala College,  
 Kuvattupuzha)

Attendance Sheet (First Day)

1/9/2021

Name Designation Signature

Rigy Soliculla	Asst-Professor	
Dr. Veena's	Asst. Professor	
Ansel Jacob	"	
Dr. R. Aruna Devi	"	
Dr. Devi Priya M.	"	
Anju Joseph	"	
Dr. Sreha Frey Jacob	"	
Dr. Benny George	"	
Shanthi Mariam David	"	
Capt. John M George	"	
Rishi Mathew	"	
Dr. Mathew Isaacville	"	
Chinji Jacob	"	
Harpreya V	"	
Dr. Sreejaya B	"	
Dr. Francis Mathew	"	
Merin Jose	"	
Sreevalsa K	"	
Changamol K.S	"	
Elena Sajan.	"	








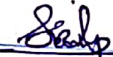

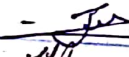




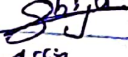


Dr. Susna. S.P		<del>Dr. Susna</del>
Dr. Deepa Roselin Joseph		Deepa
Dr. Perry Abraham		<del>Perry</del>
Dr. Roni Jen Ron		<del>Roni</del>
Dr. Anu. T. Philip		Anu
Divya James		Divya
Anjali Jacob		Anjali
Kasthuri Sandhorh		<del>Kasthuri</del>
Ansu. M. Sebastian		Ansu
Binamol Matheal		Binamol
Sumi Simon		Sumi
Rejini Reji		Rejini
Sayani S		Sayani
Nikhil Ani Abraham (Non-Teaching Staff)		Nikhil
Appu Bin	"	Appu
TINTA	"	TINTA
JIJIN + Thomas	"	JIJIN
Binto Babu	"	Binto
Jeffin Jacob Jiji	"	Jeffin
Shiju A Joseph	"	Shiju
Sunil Abraham	"	Sunil

## Two Day Faculty Development Programme on NAAC Re-Accreditation & SSR Preparation

Two day faculty development programme on NAAC Re-Accreditation & SSR Preparation was conducted on 1/9/2021 and 2/9/2021. The training programme was conducted for both teaching and Non teaching staff. The chief resource person was Dr Sony Kuriakose (IQAC coordinator, Nirmala College, Muvattupuzha).

### Attendance Sheet Day II (2/9/2021)

*The following members participated (Non-teaching staff)*

1. M. P. Thomas: Sr. Soud. 
2. Irwin Joseph 
3. Ryo Ragn LDC 
4. Suji Thomas L D Computer Assistant 
5. Nishal Ani Abraham Lab Assistant 
6. Seem. P. Babu Lab Assistant 
7. TINTU Chancy Lab Assistant 
8. JIJINI THOMAS MECHANIC 
9. JENNY JOSEPH A. [LIBRARIAN] 
10. TELNA ABRAHAM [LIBRARY ASSISTANT] 
11. Binta Babu [OFFICE ATTENDANT] 
12. Appu Biju [Lab Assistant] 
13. Shiju A. Joseph (Office Attendant) 
14. Jettin Jacob Jiji (Office Attendant) 
15. Sunil Abraham Herbarium Keeper 

The following members participated (Teaching Faculty)

Dr Rigy Idiculla (IQAC co-ordinator)	Idiculla
Benny George HOD Economics	Benny
Sachin Saju Dept. of Tourism	Sachin
Dr. Sreha Eloy Jose Dept. of English	Sreha
Nancy Sara John Dept. of Tourism	Nancy
Ansa. M. Subhan Dept. of Tourism	Ansa
Sneha. C Dept. of Chemistry	Sneha
Dr. Deepa Roselin Joseph Dept. of History	Deepa
Dr. R. Aruna Dey Dept. of Zoology	R. Aruna
JENNY JOSEPH-A. [LIBRARIAN]	Jenny
Dr. Sreejaya R Dept. of Zoology	Sreejaya
Chandrashekar K.S	Chandrashekar
Dr. Marykutty James	Marykutty
Ajith Joseph	Ajith
Sreeraj S.K	Sreeraj
Mosin Jose	Mosin
Dr. Anu. P. Philip	Anu
Suresh Simon	Suresh
Binimal Mathew	Binimal
Renjini Reji	Renjini
Dr. Sajani. S	Sajani
Dr. Roni Jain Raju	Roni
Dr. Devi Priya M.	Devi
Staku James	Staku
AXISH. M. ABRAHAM	Axish
Elena Sajan.	Elena
Dr. Suresh M.K.	Suresh
Capt. John M George	Capt. John
Dr. Ansa Jacob	Ansa
Riata Mathew	Riata

Minutes of IQAC Meeting held on 09/09/2021

Agenda

Discussion Regarding Preparation of SSR

The meeting began at 10.30 am, it was presided over by honorable Principal Dr Aleyamma Kuruvilla, members of various committees were entrusted with different duties as part of SSR preparation and Documentation. Meeting came to a close at 1.30 pm.

The following members participated

Dr. Regy Idiculla (IQAC <sup>Idiculla</sup> Coordinator)

Dr. Sreha Ely Jacob <sup>Jacob</sup>

Dr. Sajini S. <sup>Sajini</sup>

Dr. Deepa Roselin Joseph <sup>Deepa</sup>

Dr. Anu Jacob <sup>Anu</sup>

Dr. Veena S. <sup>Veena</sup>

Ariju Joseph <sup>Ariju</sup>

Chinju Jacob <sup>Chinju</sup>

Sumi Simon <sup>Sumi</sup>

Dr. Roni Jais Raju <sup>Roni</sup>


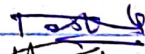
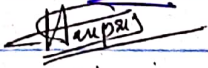

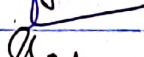

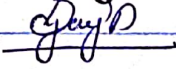
Elena Sajjan <sup>Elena</sup>

Iijo John Varughese <sup>Iijo</sup>



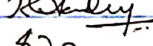
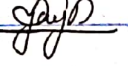
Rejini Reji <sup>Rejini</sup>

## Meeting of SSR Preparation Committee





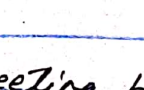
Held on 09/09/2021  
Documentation Committee

- |                        |  |
|------------------------|--|
| ① Dr. Francis Mathew   |   |
| 2. Dr. Marykutty James |   |
| 3. Hareprya V          |  |
| 4. Binamol Mathew      |   |
| 5. ANICH. M. ABRAHAM   |  |
| 6 Dr. Sajani S         |  |
| 7 Dr. Sreejaya R       |  |

## Green Audit Committee

- |                      |  |
|----------------------|--|
| 1. Dr. Suresh M. K.  |   |
| 2 Jikku James        |   |
| 3. Dr. R. Aruna Devi |  |
| 4. Dr. Sreejaya R    |  |

## SSR Drafting & Compiling Committee

- Dr. Aleyamma Kuruville (Principal) 
- Dr. Rigy Idiculla (IOAC Coordinator) 
- Dr. Sneha Elcy Jacob
- Smt Elena Sajon 
- Smt Renjini Reji 
- Smt Shanthi Mariam David 

## Action Taken Report of the meeting held on 09/09/2021



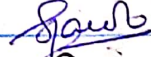
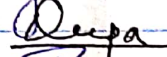
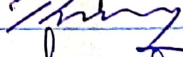

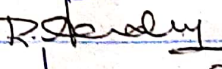


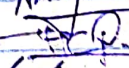
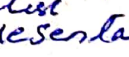

Members of various committees collected data for SSR preparation and compiled the same.

Minutes of IQAC meeting held on 31/1/2022

Agenda :- Evaluate Preparation of  
AQAR - 2020-21

The meeting began with a silent prayer at 2:30 pm, it was presided over by honourable principal Dr Aleyamma Kuruville. All the criteria convenors were asked to update the IQAC regarding the progress of AQAR preparation and they were asked to convert all documents to be attached with AQAR into GMS. The meeting came to a close at 3PM.

The following members participated

Dr. ALEYAMMA KURUVILLA	
Dr. Riju Idiculla (IQAC Coordinator)	
Dr. Sreha Ely Jacob	
Dr. Deepa Roselin Joseph	
Dr. Remy Abraham	
Benny George	
Dr. Anu Jacob	
Dr. R. Anura Dey	
Dr. Veena S.	
Dr. Devi Prinja M.	
Anju Joseph	
Dr. S. Punnose	

(Industrial Representative)

Action taken Report of the meeting held on  
31/1/2022

All NAAC Criteria Converter Completed  
data collection for AQAR 2020-21 on time  
and documents also were prepared as  
per NAAC guidelines.

Minutes of IQAC Meeting held on 29-3-2022

The last IQAC meeting of the academic year 2021-22 was held on 29-3-2022 at 3pm. The meeting was presided over by honourable principal Dr. Aleyamma Kuruvilla

Agenda


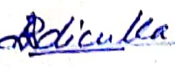


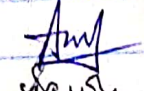
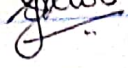
- 1) Evaluation of activities conducted by various departments throughout the college.
- 2) Evaluation of Conduct of University Exams.

Decision Taken

A brief account of activities conducted by each department was provided by HODs of all departments. The conduct of University Examinations during <sup>the year</sup> was also evaluated. Conduct of internal exams also brought under scrutiny.

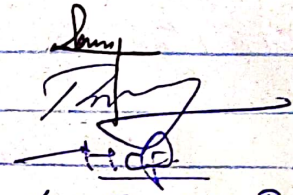
The following members participated

- Dr. Aleyamma Kuruvilla PRINCIPAL
- Dr. Rizy Idiculla (IQAC Coordinator)
- Dr. Veena S.
- Dr. Ansu Jacob
- Dr. R. Aruna Devi
- Dr. Devi Pragna M.
- Anju Joseph
- Dr. Sneha Kaly Jacob



Benny George  
Reng Phookam  
M. S. Punnoose



(Industrialist Representative)

Action Taken Report of the IQAC meeting  
held on 29/3/2022

The Internal Examination Committee Submitted  
Annual Report on internal Examination  
conducted during the academic year 2021-22