

Agenda

- Submission of AGAR 2015-16
- Action Plan for 2016-17
- Conduct of Monsoon Fest.
- Se De Charles Endowment Award.
- Submission of Seminars & Project proposals to UGC.
- Teaching innovations

Dr Sr Marselette A Therattil MT

Sr Mary K-P.

Dr Julie P. Lejac Julie

Dr Josephine Joseph Joe

Dr Doha Dominic DD

Dr Sr Marie Jose Magos

Dr Regi Raphael

Dr Hemamalini M Ch

Dr Letty Mathew Irapan Litty Mathew

Dr Dhanya K.C Dhanya

Lt Ana D Aleppett

Dr Geethe T. Geethe

Ms Betsy Cheeko. Betsy

Ms Muri K.M Muri

Ms Nethya M.M

Ms Meera Peekesh Meera

Ms Ana Mary Kalleath Ana

Ms Reetha M.

Ms Sreerthe T.S Sreerthe

Ms Sundry A.M

Se Lesy P.V. Lesy P.V

ISAC met on 22-6-2016 and took the following decisions
 ISAC board member welcomed the members and accorded warm welcome to new Preceptor
 Sr Dr Mariette A Theattil.

Format of AQAR was discussed. Draft of AQAR should be ready by 30th Aug. Criteria charges were allotted to different members.

I - Memi K.M, Sammy A.M

II - Dr Lette T, Rajitha M

III - Dr Letty Mathew, Dr Dolie Domenic A.

IV - Sr Dr Magic Joe, Betsy Cheeko

V - Dr Dhanya K.C, Beepitha

VI - Dr Ragi Raphael, Dr Meera Mohanan, Meera Pookesh

VII - Dr Hemamalini N, Nethya M.M.

Third Maseen Monsoon Fest will be held on 4th & 5th Aug 2016. Dr Rekhe K, Dept of Botany will be coordinator of the Fest. Sub committees will be formed.

ISAC should orient the newly enrolled students and their parents on the College and student support programmes. Support of PTA may be taken.

Orientation should be given to V Sem UG students to enable them to make a right choice. May be done after IV Sem Exams.

Meheta Award to a Women of Achievement will comprise of a certificate, memento and a cash award of Rs 5000/-.

Faculty members should undertake ~~more~~ research based activities. Apply for Major and minor research projects to UGC and other funding agencies.

Incorporate Technology to regular classroom learning, conduct webinars, online tests etc.

All depts should prepare academic and other action plans and submit it to IQAC.

Julie
Dr Julie P. Lopez
IQAC Coordinator

Althina
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Agenda

- Conduct Entry level test for IDC students
- Campus Radio initiation
- Skill Enhancement Programmes.
- Research oriented sessions for PG students.
- Result Evaluation

Sr Dr Mariette D Therellil MT

Sr Mary K P M

Dr Josepheri Joseph JJ

Dr Julie P. Lopez JL

Sr Dr Maria Jose. MJ

Dr Regi Raphael. R

Dr Hemamalini M H

Dr Dacie Dominic A DA

Ms Betsy Chacko BC

Sr Lissy P. V Lissy P. V

Meeting was held on 5-7-16 and discussed on following.

Entry level test will be conducted on completion of UG admissions. Questions to comprise of subject knowledge and general aptitude skills. Results to be forwarded to IQAC.

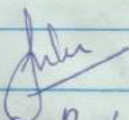
Campus Radio should be started. Professional training may be provided to the students. The activity will be supervised by innovation cell.


Guided research forum and PG Departments for conducting research methodology programmes.

Reviewed and approved the syllabus of Skill Enhancement Programmes.

Evaluated the previous students results and suggested corrective measures.

Orient students on clubs + Forums.
Choice of selection of Clubs should be given to students.


Dr. Julie P. Logan


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Agenda

- Conduct of Monsoon Fest.
- Documentation of activities of Departments
Clubs, Cells, Teams, Committees
- Timely Submission of details to LOAC
- Communicative Skill sessions for Students

Dr Sr Mariette A. Peretti MP

Sr Mary P M

Dr Julie P. Lopez JPL

Dr Josephine Joseph JJP

Dr Sr Marie Jose MJ

Dr Dora Domini DD

Dr Regi Raphael

Dr Alexander M. H

Dr Litty Mathew Litty Mathew

Dr DKanya K C

Lt Anu D Alappatt

Dr Geetha T G

Ms Betsy Clecko BC

Ms Merri K.M.

Ms Althya M.M.

Ms Meera Prekash MP

Ms Anu Mary Kallath AK

Ms Rejtha M

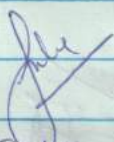
Ms Sreetha T.S ST

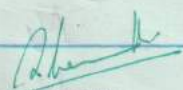
Ms Simmy A.M

Sr Lissy P.V Lissy.PV

LOAC met on 29-7-16 and took
the following decisions

- Evaluated the Monsoon Fest preparation subcommittee activities.
- Guided the faculty to document activities conducted and also conduct programmes in tune to vision, mission and core values.
- Timely submission of data to IQAC is recommended.
- Parents feedback on institution should be collected from PDC parents.
- Activities to increase writing and speaking skills in English should be encouraged. Students should be motivated to write and read in English. Faculty should support students.


Dr. Julie P. Lopez


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Agenda

- Topper Day
- Reexamination of Question Banks
- Peer teaching + Remedial teaching
- Alumni as a resource.
- Discussion of Women of achievement award.
- Use of College Library
- Updation of College Website
- Day celebrations
- Innovative projects and internships

Dr Sr Mesurette A. Thekkil MS

Sr Meeey k-P

Dr Julie P-Lozal MS

Dr Josephine Joseph MS

Dr Dolie Domenei MS

Dr Sr Magui Jose. Magui

Dr Regi Raphael B

Dr Hemanth Kumar M H

Dr Litty Mathew Kompan Litty Mathew

Dr Dhanya k-C MS

At Anu D. Aleppett

Dr Geetha T. MS

Ms Betsy Chacko MS

Ms Meera KM. MS

Ms Nithya M.M

Ms Meera Prekash MS

Ms Anu Mary Kelleth MS

Ms Reetha M

Ms Sheetha T-S. MS

Ms Dorany A.M

Ms Lissy P.V.

Lissy P.V.

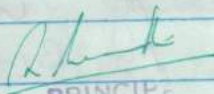
IQAE met on 8 Aug. and took the following decisions

- Toppers Day will be conducted in September. First week preferably. Dr May Regine F, Member, General Council of EAU will be the guest.
- Faculty should prepare question banks for different papers. Students may also be motivated to prepare questions. Advanced learners may be entrusted with.
- Peer teaching, may be encouraged for remedial teaching. Additional classes may be assigned for advanced learners. Guide them to undertake innovative projects, internships etc.
- Alumni and retired staff can be pooled in as resource for guiding students.
- For Christian Endowment Melitta Award will be given to a women achiever.

Will furnish on the details later.

- Motivate students to make maximum use of college library.
- Data in college website should be updated regularly.
- Day celebrations to be conducted depending on thrust areas.
- Communicative English session may be arranged for the faculty.
- SSP and WWS programmes are to be monitored regularly by monitoring committees.

Dr. Julie P. Lopez


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Agenda

Mohette Award Ceremony

Proposals for ^{new} Courses to University.

Technology based teaching-learning.

Sr Dr Mesquite A. Theofil AD

Sr Mary K.P. M

Dr Jude P. Lopez JPL

Dr Dolie Domree

Dr Joseph Joseph JJ

Sr Dr Megie Jose MJ

Dr Regi Raphael R

Dr Heramaline M H

Dr Lilly Mathew Lilly Mathew

Dr Blonje K.C. BK

Lt Anna D. Aleppath.

Dr Geethe T. G

Ms Betsy Chacko BC

Ms Mehi K.M. M

Ms Nithya M.M.

Ms Meera Peekesh Meera

Ms Anna Mary Kellieth AK

Ms Repthe M

Ms Seeythe T.M. Seeythe

Ms Sunny A.M.

IQAE met on 6/9/16 and discussed
on the following

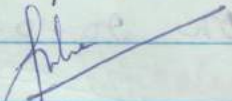
LOAC congratulated Sr Dr Joseph C.C on her achievement as Best Principal Award from AICHE 2015. It was decided to felicitate her on the occasion of Mother's Award Ceremony.

LOAC unanimously selected Mr M.S. Jaya (Megha Secondary Education Director) to be the first recipient of Mother's Award. It was decided to conduct the programme on 13th Oct 2016. Final date will be decided considering the convenience of Smt Jaya and Sr Dr Choster.

- Dr Sr Hessa John Irupar, CMC, Educational Counsellor, Principals of St Thomas & Vasele College will be invited.

Faculty should look into feedback of students and should suggest for introducing new UG & PG programmes. Skill enhancement and certificate programmes based on modern requirements may be started.

Faculty should utilise the benefits of information technology for improving teaching learning.


De Jate P. Lopez

Agenda

- Change in date of Melitta Award Ceremony
- Conduct orientation programme on Communicative English to faculty
- Principel - Students interaction

Sr Dr Massielle A. Therottel *MT*

Sr Mary K. P. *M*

Dr Julie P. Lopez *JL*

Dr Josephine Joseph *JJ*

Sr Dr Marie Jose *MJ*

Dr Regi Raphael *R*

Dr Memendini M. *M*

Dr Dolie Dominic A

Ms Betty Cheeko *BC*

Sr Lissy P. V. *L*

Meeting held on 14-10-16 discussed on the following.

- Melitta Award Ceremony will be held on 24th October. Other details will be the same.
- Orientation programme on Communicative English for faculty will be held on 18 Nov.
- An interaction by IQACs Principel & class representatives will be held on 20-10-16.

Dr Julie P. Lopez *JL*

AGENDA

- AQAR 2015-16
- Certificate Courses for Uud PG
- Conduct of Sr Dr Rani Geegi Endowment lecture
- Presentation of Benchmarking exercises of College

Sr Dr Marquette A Therattil MT

Sr Mary K.P. JK

Dr Julie P. Lopez Julie

Dr Dolie Domercq

Dr Josephine Joseph JK

Sr Dr Magie Jore Magie

Dr Raji Ropleel

Dr Hemandura M HM

Dr Litty Mathew Litty Mathew

Dr Dhanya K.C. Dhanya

Dr Anu D. Alappett

Dr Geetha T. Geetha

Ms Betsy Chacko

Ms Mani K.M. Mani

Ms Nethya M.M.

Ms Meera Prakash Meera

Ms Anu Macy Kollath Anu

Ms Ranyla M

Ms Seetha T.S. Seetha

Ms Sundry A.M.

Sr Lasy P.V. Lasy PV

IQAC meeting was held on 15-11-16 and discussed on the following

Reviewed the AQAR 2015-16. Fund upload will be done on 1st Dec 2016.

Sr Dr Roni George Endowment Lecture will be held on 14th and Paper Presentation Competition on 15th Dec 2016. The topic for the year is Women Entrepreneurship - Trends, Challenges and Possibilities - Ms Mini K.M. is selected as coordinator. Smt C.R. Sathyavathi, Exe Director SAF, Joint-Director Fisheries will be the speaker.

An oration is to be given to faculty on benchmarking practices / best practices of the college in the General staff meeting.

Certificate courses should be started during the 11th Sem VA Programmes. The courses started approved to be started in the academic year.

Jalie

Dr Jalie P. George

Ashok
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Agenda

Uploading of AQAR 2015-16
Student feedbacks, Alumnae & Parent feedbacks.

Sr Dr Maruthi A. Perethal

Sr Mary K.P

Dr Julie P. Lopez

Dr Delia Domene

Dr Josephine Joseph

Sr Dr Marie-Joe

Dr Hemamalini M.

Dr Regi Raphael

Ms Betsy Checko.

Sr Lissy T.V

IQAC met on 1-12-16 and took the following decisions.

AQAR to be uploaded today. Final draft received

Student feedbacks on institution and skill enhancement programmes and Parent-feedback should be finalized by end of February. Alumnae feedback should be taken when alumnae visits the campus.

Dr Julie P. Lopez

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Agenda

- State level workshop on Institutional Administration (Ministerial Staff)
- Communicative English sessions for students and Ministerial staff.

Evaluation of WWS & SSP of Govt of Kerala

Sr Dr Massette A Tharattil

Sr May K.P

Dr Julie P. Lopez

Dr Joseph Joseph

Sr Dr Magic Jose

Dr Regi Raphael

Dr Alexander M. Ch

Dr Dohi Dominic

Ms Betsy Cheeko

Sr Lucy P.V

COAE met on 23-12-2016 and discussed on agenda.

A workshop on Institutional Administration will be conducted in Kerala. Date to be finalized. COAE to extend support to non teaching staff.

Communicative English practical sessions should be given for ministerial staff. Special session on practical and day to day English will be given by Faculty of Dept of English.

WWS & SSP Mentors should provide the best for student progress.

Dr Julie P. Lopez

Agenda

- Research motivation to faculty and students.
- Feedback evaluation
- Personal feedback from students on faculty.
- Clubs, Forums and cells activities
- Data of the Academic year.
- Innovative teaching methodologies

- Dr. Dr. Merrette A. Therattil *MT*
- Dr. Meey K.P.
- Dr. Julie P. Lozel *JPL*
- Dr. Joseph Joseph *JJ*
- Dr. Debie Domucci *DD*
- Se. Dr. Megie Jose *MJS*
- Dr. Regi Raphael.
- Dr. Hemendin M *HM*
- Dr. Litty Mathew *Litty Mathew*
- Dr. Dhanya K.C. *DKC*
- Dr. Anu D. Aleppelt *AD*
- Dr. Geetha T *GT*
- Ms. Betsy Chacko *BC*
- Ms. Meek K.M. *MM*
- Ms. Nithya M.M. *NM*
- Ms. Anil Meey Kallioth *AM*
- Ms. Sreeptha P.S. *SPS*
- Ms. Simmy A.M. *SAM*

IQAC met on 20-2-17 and discussed on
- the following

- Faculty should partake in research activities. Proposals should be forwarded to various funding agencies.
- Faculty and students who have publications or have made quality research will be felicitated.
- Evaluated student feedback on the institution. The feedback to be reviewed and discussed in the College Council.
- Faculty should take feedbacks from students. The remarks should be considered for self improvement.
- Clubs + Forums should review their activities and submit reports to IQAC before 20th March.
- All data for the academic year should be submitted by 10th June.
- Innovative teaching and evaluative techniques should be adopted by faculty. Students may be involved in preparation of question banks, group discussions.

Dr. Julie P. Lopez

Agenda

Evaluation of activities of the College + CSAC for the academic year

Academic audit for the academic year 2016-17

New Extension Centre

Introduction of new innovative programmes as certificate courses.

Promotion of student entrepreneurship.

FL-E-O Conduct seminars, talks, discussions Orientation to faculty and parents in the beginning of next academic year.

Dr. Sr. Maquette A. Perotti - MS

Sr. Mary K.P

Dr. Julie P. Lopez MS

Dr. Josephine Joseph MS

Dr. Dolie Domene MS

Dr. Sr. Marie Jose MS

Dr. Regi Raphael MS

Dr. Heleneline M

Dr. Litty Mathas Irampor Litty Mathas

Dr. Dhanya K.C. MS

Mt. Ana D. Aleppelt MS

Dr. Geethe T MS

Ms. Betsy Cheeko MS

Ms. Mural K.M. MS

Ms. Nithya M M
 Ms. Meera Beekash ^{Merrin}
 Ms. Ann Mary Belleith ^{Ann}
 Ms. Roshni K.P.
 Ms. Deepthi T.S. ^{Deepthi}
 Ms. Sonny A.M.
 Sr. Lissy P.V. ^{Lissy P.V.}
 Prof. John Cyreea ^{John}
 Ms. Indira Copinath ^{Indiragopunath}
 Bi. R. V. Renukashree
 Ms. Priya Chackola ^{Priya}
 Ms. Jonetha Joyson ^{Jonetha}

LOAE Meeting was held on 10-3-17.

- Evaluated the activities for the year.
- A briefing on forthcoming Academic Audit to be given to LOAE Department Assistants.
- Departments to interact with students, parents and alumnae and consolidate their feedbacks.
- Academic Audit of Departments to be held from 27. - 29 March.
- Departments to compare Action Plan and Action taken and consider the gaps before setting next year action plan.

Activities as part of ISK do be conducted in newly acquired extension centre.
Principal requested the suggestion of the members regarding conduct of extension activities.

Entrepreneurship development activities / Incubation Centre may be included.
Each department - co plan on this.

Congratulate faculty and student achievers.

Performance Appraisal should be submitted by Principal before 5th April 2017.

New certificate courses to be introduced.
Previous courses efficacy needs to be reviewed.

Faculty orientation to be given in May end.

Student related activities to be entertained from next academic year.

Dr. Julie P. Lopez.

Principal
ST. MARY'S COLLEGE,
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