St. George's College Aruvithura

Internal Quality Assurance Cell



Minutes of the IQAC Meetings 2020-2021



ST. GEORGE'S COLLEGE ARUVITHURA

(Re-Accredited by the NAAC with 'A' Level)

ARUVITHURA P.O. - 686 122, KERALA, INDIA

Tel: 04822-272220, 04822-274220

Website: - www.sgcaruvithura.ac.in

E-mail- sgcollegearuvithura@gmail.com sgcaruvithura@yahoo.co.in

8/05/2020

Notice

A meeting of the IQAC is scheduled to be held at 10:30 am on 11 May 2020 in the Conference Hall. All members are expected to be present for the same.

Principal Kelluden

Agenda

- 1. Planning the activities for the next academic year.
- 2. Conduct of Academic Retreat.
- 3. Conduct Webinar Series
- 4. Effective transition to Online mode of Teaching -Learning.
- 5. Maintaining Covid protocol.

Members

1. Dr. Reji Vargheese Mekkaden

2. Rev. Fr. George Pullukalayil

3. Ms. Jilu Ani John

4. Prof. Lopus Mathew

5. Dr. Sumesh George

6. Sri. Mithun John

7. Dr. Baby Sebastian

8. Dr. Tessymol Mathew

9. Ms. Sini Jacob

10.Sri. Denny Thomas

11.Dr. Siby Joseph

12.Sri. Josiah John

13.Sri. K T Josephy

14.Sri. Joby Alex

15.Sri. Sabu Mathew

16.Sri. Rejo Johns

17.Mr. Satheesh George

18.Mr. P M Mathew Parayil

19.Adv. Jose V George

(Uman)

SGC/IQAC/2020-21/01

Minutes of the IQAC Meeting on

11 May 2020 at 10.30 am

Venue: Conference Room

Agenda

Item 1: Planning the activities for the next academic year.

Item2: Conduct Academic Retreat.

Item3: Conduct Webinar Series

Item4: Effective transition to Online mode of Teaching -Learning.

Discussions

The meeting started at 10.30 am with a silent prayer. Ms Jilu Ani John, the IQAC Coordinator welcomed the gathering. It was followed by a brief address by the Principal Dr. Reji Vargheese Mekkaden and he suggested some guidelines for drawing the Plan of Action for the next year and suggested some modes of adapting with the covid scenario. Dr.Sumesh George initiated the discussion on starting a Webinar series. The gathering discussed and considered various online platforms and opined that a team of teachers shall be entrusted with task of managing Online Teaching. The feasible dates for the conduct of Academic Retreat also were discussed. The meeting also discussed the schedule and resource persons of the upcoming Academic Retreat. Implementation of covid protocol also was the topic of the discussion. Mr Mithun John thanked the gathering. The meeting ended at 11.30 am.

Important Decisions

1.It was decided to conduct the Annual Academic Retreat on June 8.

2. The meeting decided to start the webinar series Revealacion

3. It was decided to constitute a committee to monitor the launch of Online teaching with Dr Siby Joseph, Staff Secretary as the Convenor.

Principal

Members Present in the IQAC meeting held on 11 May 2020

SI.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	Relihalan
2	Rev. Fr. George Pullukalayil	Management Representative	(Imperto)
3	Prof. Jilu Ani John	IQAC Coordinator	Q.
4	Prof. Lopus Mathew	Alumni Representative and member PSC	A30
5	Dr. Sumesh George	IQAC Assistant Coordinator	En i
6	Sri. Mithun John	IQAC Assistant Coordinator	OF .
7	Dr. Baby Sebastian	Faculty Member	Robset
8	Dr. Tessymol Mathew	Faculty Member	MHDE
9	Ms. Sini Jacob	Faculty Member	Emil D
10	Sri. Denny Thomas	Faculty Member	
11	Dr. Siby Joseph	Faculty Member	OFFICE.
12	Sri. Josiah John	Faculty Member	- High
13	Sri. K T Joseph	Administrative Officer	(duls
14	Sri. Joby Alex	Administrative Officer	(6)0
15	Sri. Sabu Mathew	Local Society Representative	But
16	Sri. Rejo Johns	Student Representative	All.
17	Mr. Satheesh George	Nominee from Employers	Station.
18	Mr. P M Mathew Parayil	Nominee from Industrialists	Clara (m)
19	Adv. Jose V George	Nominee from Stake holders	Josev. Gr

ST. GEORGE'S COLLEGE ARUVITHURA

(Re-Accredited by the NAAC with 'A' Level)

ARUVITHURA P.O. - 686 122, KERALA, INDIA

Tel: 04822-272220, 04822-274220

Website: - www.sgcaruvithura.ac.in

E-mail- sgcollegearuvithura@gmail.com

sgcaruvithura@yahoo.co.in

24/06/2020

Notice

A meeting of the IQAC is scheduled to be held at 10:30 am on 25 June 2020 in the Conference Hall. All members are expected to be present for the same.

Principal Melhadon

Kelkaden yent

Agenda

- 1. Financial support to the needy students to avail the online classes.
- Connecting with and supporting the local community in the wake of covid
- 3. Conducting a Gender Sensitization Programme.
- Organizing academic webinars to complement the online teaching learning process.
- 5. Discussion on providing better facilities for the divyangjan.

Members

1. Dr. Reji Vargheese Mekkaden

2. Rev. Fr. George Pullukalayil

3. Ms. Jilu Ani John

4. Prof. Lopus Mathew

5. Dr. Sumesh George

6. Sri. Mithun John

7. Dr. Baby Sebastian

8. Dr. Tessymol Mathew

9. Ms. Sini Jacob

10.Sri. Denny Thomas

11.Dr. Siby Joseph

12.Sri. Josiah John

13. Sri. K T Joseph

14.Sri. Joby Alex

15.Sri. Sabu Mathew

16.Sri. Rejo Johns 7.34 17.Mr. Satheesh George

18.Mr. P M Mathew Parayil

19.Adv. Jose V George

Jose v. George

.

SGC/IQAC/2020-21/02

Minutes of the IQAC Meeting on 25 June 2020 at 10.30 am

Venue: Conference Room

Agenda

Item 1: Financial support to the needy students to avail the online classes.

Item2: Connecting with and supporting the local community in the wake of covid

Item 3: Conducting a Gender Sensitization Programme.

Item 4: Organizing academic webinars to complement the online teaching learning process.

Item 5: Discussion on providing better facilities for the divyangjan.

Discussions

The meeting presided over by the Principal Dr Reji Vargheese Mekkaden started with a silent prayer. IQAC Coordinator, Ms Jilu Ani John welcomed the participants. She gave an account of the actions taken on the basis of the previous meeting. This was followed by the Principal's address. He suggested the need for rendering financial support to students to facilitate online learning. There were discussions about supporting the local community in the wake of covid. the starting of SGC Educational Outreach Programme for local schools. Mr Mithun suggested that in order to fill the gap between offline and online modes of learning, departments shall conduct webinars and tap the full potential of the online platforms. Dr Baby Sebastian suggested that some gender sensitization programmes have to be initiated. Ms Sini Jacob suggested that the facilities for the divyangjan have to be improved. Dr Siby Joseph thanked the gathering. It ended at 11.30 am

Important Decisions Taken

- 1. It was decided to donate mobile phones to the needy students.
- 2. The gathering took the decision to offer part of the campus for covid resistance activities.
- Since the lock down is continuing it was decided to conduct the gender sensitization programme in the online mode.

4. All departments were asked to organize webinars.

5. It was decided to expand the volunteer groups for the divyangjan

Principal

Members Present in the IQAC meeting held on 25 June 2020

SI.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	Kelhaden
2	Rev. Fr. George Pullukalayil	Management Representative	(mjeus)
3	Ms. Jilu Ani John	IQAC Coordinator	lec
4	Prof. Lopus Mathew	Alumni Representative and member PSC	A-82-
5	Dr. Sumesh George	IQAC Assistant Coordinator	apo
6	Sri. Mithun John	IQAC Assistant Coordinator	
7	Dr. Baby Sebastian	Faculty Member	Boly Sehnti-
8	Dr. Tessymol Mathew	Faculty Member	1-Hado
9	Ms. Sini Jacob	Faculty Member	Zin L
10	Sri. Denny Thomas	Faculty Member	
11	Dr. Siby Joseph	Faculty Member	about
12	Sri. Josiah John	Faculty Member	To the state of
13	Sri. K T Joseph	Administrative Officer	Galus
14	Sri. Joby Alex	Administrative Officer	The state of the s
15	Sri. Sabu Mathew	Local Society Representative	Si
16	Sri. Rejo Johns	Student Representative	Att
17	Mr. Satheesh George	Nominee from Employers	Alghor.
18	Mr. P M Mathew Parayil	Nominee from Industrialists	(this)
19	Adv. Jose V George	Nominee from Stake holders	Josev Ores

ST. GEORGE'S COLLEGE ARUVITHURA

(Re-Accredited by the NAAC with 'A' Level)

ARUVITHURA P.O. - 686 122, KERALA, INDIA

Tel: 04822-272220, 04822-274220

Website: - www.sgcaruvithura.ac.in

E-mail- sgcollegearuvithura@gmail.com

sgcaruvithura@yahoo.co.in

Notice

06/08/2020

A meeting of the IQAC is scheduled to be held at 2:30 pm on 7 August 2020 in the Conference Hall. All members are expected to be present for the same.

Principal

06/08/2020

Agenda

- 1. Website Renovation
- 2. Faculty Development Programme
- 3. Conducting a webinar on IPR
- 4. Outcome Based Education
- 5. More MoUs

Members

1. Dr. Reji Vargheese Mekkaden

2. Rev. Fr. George Pullukalayil

3. Ms. Jilu Ani John

4. Prof. Lopus Mathew

5. Dr. Sumesh George

6. Sri. Mithun John

7. Dr. Baby Sebastian

8. Dr. Tessymol Mathew

9. Ms. Sini Jacob

10.Sri. Denny Thomas

11.Dr. Siby Joseph

12.Sri. Josiah John

13. Sri. K T Joseph

14.Sri. Joby Alex

15.Sri. Sabu Mathew

16.Sri. Rejo Johns

17.Mr. Satheesh George

18.Mr. P M Mathew Parayi

19.Adv. Jose V George

Reliader Replader

SGC/IQAC/2020-21/03

Minutes of the IQAC Meeting on 7 August 2020 at 2.30 pm

Venue: Conference Room

Agenda

Item 1: Website Reconstruction

Item 2: Conducting Faculty Development Programme.

Item 3: Webinar on IPR

Item 4: Outcome Based Education

Item 5: More MoUs

Discussions

The meeting commenced with a silent Prayer. Dr.Siby Joseph welcomed the gathering. In his Presidential address Principal Dr Reji Vargheese Mekkaden briefed the gathering about the proposal for updating and revamping the college website in view of the NAAC accreditation. Mithun John put forward the suggestion to start Impact Lecture Series. Dr Santhoshkumar suggested the need for a workshop on Outcome Based Teaching and emphasized the need for a workshop on PO PSO Mapping. Dr.Sumesh George thanked the floor. The meeting came to a close at 12 noon.

Important Decisions

- 1. Website Renovation Committee was constituted with Mithun John as the convenor.
- 2. Ajith Jacob was given charge for organizing a Faculty Training Programme.
- 3. ED Club was asked to organize a webinar on IPR.
- 4. It was decided to conduct a webinar on Outcome Based Teaching.

Principal

Members Present in the IQAC meeting held on 7 th August 2020

SI.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	Relikaden
2	Rev. Fr. George Pullukalayil	Management Representative	Jungen 1K)
3	Ms. Jilu Ani John	IQAC Coordinator	lec
4	Prof. Lopus Mathew	Alumni Representative and member PSC	AZZ
5	Dr. Sumesh George	IQAC Assistant Coordinator	8 min
6	Sri. Mithun John	IQAC Assistant Coordinator	
7	Dr. Baby Sebastian	Faculty Member	Balysehr
8	Dr. Tessymol Mathew	Faculty Member	MILL
9	Ms. Sini Jacob	Faculty Member	Emil)
10	Sri. Denny Thomas	Faculty Member	(3)
11	Dr. Siby Joseph	Faculty Member	OBBRO.
12	Sri. Josiah John	Faculty Member	- tolkali
13	Sri. K T Joseph	Administrative Officer	Chias a
14	Sri. Joby Alex	Administrative Officer	The state of the s
15	Sri. Sabu Mathew	Local Society Representative	Sul
16	Sri. Rejo Johns	Student Representative	All .
17	Mr. Satheesh George	Nominee from Employers	Atomorp
18	Mr. P M Mathew Parayil	Nominee from Industrialists	(John Can)
19	Adv. Jose V George	Nominee from Stake holders	Jose V C1+



Tel: 04822-272220, 04822-274220

Website: - www.sgcaruvithura.ac.in

E-mail- sgcollegearuvithura@gmail.com sgcaruvithura@yahoo.co.in

21/09/2020

Notice

A meeting of the IQAC is scheduled to be held at 10:30 am on 22 September 2020 in the Conference Hall. All members are expected to be present for the same.

Principal

21/09/2020

Agenda

- 1. Full-fledged Academic Management System
- 2. Merit Day
- 3. Stress Management for students during Covid
- 4. Status of DST-FIST
- 5. Orientation programme for first year students.
- 6. Staring of the newly sanctioned IEDC.

Members

1. Dr. Reji Vargheese Mekkaden

2. Rev. Fr. George Pullukalayil

3. Ms. Jilu Ani John

4. Prof. Lopus Mathew

5. Dr. Sumesh George

6. Sri. Mithun John

7. Dr. Baby Sebastian

8. Dr. Tessymol Mathew

9. Ms. Sini Jacob

10.Sri. Denny Thomas

11.Dr. Siby Joseph

12.Sri. Josiah John

13.Sri. K T Joseph

14 Cai Tabre Alaw

14.Sri. Joby Alex

15.Sri. Sabu Mathew

16.Sri. Rejo Johns

17.Mr. Satheesh George

18.Mr. P M Mathew Parayi

19 Adv. Jose V George .

The Greeky

SGC/IQAC/2020-21/04

Minutes of the IQAC Meeting on 22 September 2020at 10.30 am

Venue: Conference Room

Agenda

Item 1: Full-fledged Academic Management System.

Item 2: Merit Day

Item 3:Status of DST-FIST

Item 4: Orientation programme for first year students.

Item 5: Half yearly report by departments.

Item 6: Stress Management for students during Covid

Discussions

The meeting started with a silent prayer. IQAC Co-ordinator Ms Jilu Ani John welcomed the gathering. Principal Dr Reji Vargheese Mekkaden presided over the meeting. The meeting decided to complete the implementation of the Academic Management system. Dr Sumesh George introduced the topic of utilization of the released DST- FIST fund . The meeting discussed about the starting of the new IEDC. The Criterion leaders talked about their respective criterion documentation and the floor discussed the submission of half yearly reports by the departments. Then the Principal remarked about handling of stress during covid times. Dr Tessymol Mathew thanked the floor.

Important Decisions

- 1. It was decided to invite quotation for the installation of Academic Management system.
- It was decided to inform the departments to submit their half yearly report in before Christmas holidays,
- 3. It was decided to launch some entertainment programmes for helping students tide over the covid related stress.
- 4. Sri. Mithun John, Assistant professor is appointed as the faculty coordinator of IEDC

Principal

Members Present in the IQAC meeting held on 22 September 2020

Sl.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	Richardon
2	Rev. Fr. George Pullukalayil	Management Representative	Amjew 10
3	Ms. Jilu Ani John	IQAC Coordinator	lec
4	Prof. Lopus Mathew	Alumni Representative and member PSC	+30
5	Dr. Sumesh George	IQAC Assistant Coordinator	Syi
6	Sri. Mithun John	IQAC Assistant Coordinator	
7	Dr. Baby Sebastian	Faculty Member	Bebyecht
8	Dr. Tessymol Mathew	Faculty Member	MW
9	Ms. Sini Jacob	Faculty Member	2000
10	Sri. Denny Thomas	Faculty Member	do
11	Dr. Siby Joseph	Faculty Member	CHARO
12	Sri. Josiah John	Faculty Member	total
13	Sri. K T Joseph	Administrative Officer	Phels-
14	Sri. Joby Alex	Administrative Officer	(6)2
15	Sri. Sabu Mathew	Local Society Representative	fin
16	Sri. Rejo Johns	Student Representative	1771
17	Mr. Satheesh George	Nominee from Employers	Athan
18	Mr. P M Mathew Parayil	Nominee from Industrialists	ama)
19	Adv. Jose V George	Nominee from Stake holders	yosev. Gen

ST. GEORGE'S COLLEGE ARUVITHURA

(Re-Accredited by the NAAC with 'A' Level)

ARUVITHURA P.O. - 686 122, KERALA, INDIA

Tel: 04822-272220, 04822-274220

Website: - www.sgcaruvithura.ac.in

E-mail- sgcollegearuvithura@gmail.com

sgcaruvithura@yahoo.co.in

11/12/2020

Notice

A meeting of the IQAC is scheduled to be held at 10:30 am on12 December 2020 in the Conference Hall. All members are expected to be present for the same.

10/12/2020

Principal

Agenda

- 1. Conduct of Student satisfaction survey.
- 2. Collecting feedback on curriculum.
- 3. Conduct of Annual Academic Audit.
- 4. To seek measures to provide uninterrupted stabilized power supply to the campus.

Members

1. Dr. Reji Vargheese Mekkaden

2. Rev. Fr. George Pullukalayil

3. Ms. Jilu Ani John

4. Prof. Lopus Mathew

5. Dr. Sumesh George

6. Sri. Mithun John

7. Dr. Baby Sebastian

8. Dr. Tessymol Mathew

9. Ms. Sini Jacob

10.Sri. Denny Thomas

11.Dr. Siby Joseph

12.Sri. Josiah John

13.Sri. K. T. Joseph (

14.Sri. Joby Alex

15.Sri. Sabu Mathew

16.Sri. Rejo Johns

17.Mr. Satheesh George

18.Mr. P M Mathew Paravi

19.Adv. Jose V George

Jose V. Creorge

SGC/IQAC/2020-21 /05

Minutes of the IQAC Meeting on 12 December 2020 at 10.30 am

Venue: Conference Room

Agenda

Item1: Conduct of Student satisfaction survey.

Item2: Collecting feedback on curriculum.

Item3: Conduct of Annual Academic Audit.

Item 4: organizing some placement training programmes in view of the upcoming campus placement

Discussions To seek measures to provide uninterrupted stabilized power supply to the campus

The meeting started with a silent prayer. Ms Jilu Ani John, the IQAC Coordinator briefed the gathering about the action taken on the minutes of the previous meeting. It was decided to organize some placement training programmes in view of the upcoming campus placement. The gathering discussed about conducting student satisfaction survey. Detailed discussion on Curriculum Feedback was done. It was also discussed the tentative dates for the Annual Academic Audit.. Dr Siby Joseph thanked the gathering which ended at 11.30 am

Important Decisions

- 1. Mr Mithun John was given the charge for the collecting Feedback on Syllabus.
- 2. Dr. Sumesh George was given the charge for Student Satisfaction Survey.
- 3. It was decided to conduct the Annual Academic audit in the third week of March 2020.
- It was decided to organize some placement training programmes in view of the upcoming campus placement.

Principal

Members Present in the IQAC meeting held on 12 December 2020

Sl.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	Relliader
2	Rev. Fr. George Pullukalayil	Management Representative	(mjenso)
3	Ms. Jilu Ani John	IQAC Coordinator	0.0
4	Prof. Lopus Mathew	Alumni Representative and member PSC	the
5	Dr. Sumesh George	IQAC Assistant Coordinator	· Mu
6	Sri. Mithun John	IQAC Assistant Coordinator	
7	Dr. Baby Sebastian	Faculty Member	Balyschut
8	Dr. Tessymol Mathew	Faculty Member	1- Pha
9	Ms. Sini Jacob	Faculty Member	Emi 1
10	Sri. Denny Thomas	Faculty Member	
11	Dr. Siby Joseph	Faculty Member	Object
12	Sri. Josiah John	Faculty Member	tolky
13	Sri. K T Joseph	Administrative Officer	a lue
14	Sri. Joby Alex	Administrative Officer	(Colo
15	Sri. Sabu Mathew	Local Society Representative	Am
16	Sri. Rejo Johns	Student Representative	AAA-
17	Mr. Satheesh George	Nominee from Employers	Alathan
18	Mr. P M Mathew Parayil	Nominee from Industrialists	(Inco)
19	Adv. Jose V George	Nominee from Stake holders	Josevya

ST. GEORGE'S COLLEGE ARUVITHURA



ARUVITHURA P.O. - 686 122, KERALA, INDIA

Tel: 04822-272220, 04822-274220

Website: - www.sgcaruvithura.ac.in

E-mail- sgcollegearuvithura@gmail.com

sgcaruvithura@yahoo.co.in

25/03/2021

Notice

A meeting of the IQAC is scheduled to be held at 10:30 am on 26 March 2021 in the Conference Hall. All members are expected to be present for the same.

Principal

08/03/2021

Agenda

- 1. Analysis of academic audit report.
- 2. Assessments of activities of IQAC 2020-21.
- Data collection for SSR.
- 4. Chalking out plan of action for 21-22.
- 5. Any other matters.

Members

1. Dr. Reji Vargheese Mekkaden

2. Rev. Fr. George Pullukalayil

3. Ms. Jilu Ani John

4. Prof. Lopus Mathew

5. Dr. Sumesh George

6. Sri. Mithun John

7. Dr. Baby Sebastian

8. Dr. Tessymol Mathew

9. Ms. Sini Jacob

10.Sri. Denny Thomas

11.Dr. Siby Joseph

12.Sri. Josiah John

13.Sri. K T Joseph

14.Sri. Joby Alex

15. Sri. Sabu Mathew

16.Sri, Rejo Johns

17.Mr. Satheesh George

18.Mr. P M Mathew Paray

19. Adv. Jose V George

Relebeden

SGC/IQAC/2020-21 /06

Minutes of the IQAC Meeting on 26 March 2021 at 10.30 am

Venue: Conference Room

Agenda

Item1: Analysis of academic audit report.

Item 2: Assessments of activities of IQAC 2020-21.

Item 3: Data collection for SSR.

Item 4: Chalking out plan of action for 21-22.

Item 5: Any other matters.

Discussions

The meeting started with a silent prayer. Ms Jilu Ani John, the IQAC Coordinator briefed the gathering about the action taken on the minutes of the previous meeting. The academic audit report was analysed by the gathering and Principal Dr Reji Vargheese Mekkaden made his remarks in the light of the audit report. Criterion leaders were asked to complete the data collection for SSR at the earliest. Then the meeting discussed the priorities of the plan of action for 21-22.

Important Decisions

1. It was decided to speed up the data collection process.

2. In the light of the academic audit report teachers were asked to improve research publications.

3. It was decided to offer the certificate courses in the Moodle platform.

4. The meeting decided to strengthen the green initiatives of the campus.

Principal Melehool

Members Present in the IQAC meeting held on 26 March 2021

SI.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	Reghalon
2	Rev. Fr. George Pullukalayil	Management Representative	Janjen 1)
3	Ms. Jilu Ani John	IQAC Coordinator	ac
4	Prof. Lopus Mathew	Alumni Representative and member PSC	132
5	Dr. Sumesh George	IQAC Assistant Coordinator	940
6	Sri. Mithun John	IQAC Assistant Coordinator	
7	Dr. Baby Sebastian	Faculty Member	Boly sehrt=
8	Dr. Tessymol Mathew	Faculty Member	MAN
9	Ms. Sini Jacob	Faculty Member	2 Anil
10	Sri. Denny Thomas	Faculty Member	
11	Dr. Siby Joseph	Faculty Member	C Freedo
12	Sri. Josiah John	Faculty Member	Hill
13	Sri. K T Joseph	Administrative Officer	- This
14	Sri. Joby Alex	Administrative Officer	(A)
15	Sri. Sabu Mathew	Local Society Representative	Si
16	Sri. Rejo Johns	Student Representative	AAH.
17	Mr. Satheesh George	Nominee from Employers	Alethap
18	Mr. P M Mathew Parayil	Nominee from Industrialists	Cha (a)
19	Adv. Jose V George	Nominee from Stake holders	Josev Geo

St. George's College Aruvithura

Internal Quality Assurance Cell



Action Taken Report on the Minutes of the IQAC Meetings 2020-2021

Action Taken Report Based on the IQAC Meeting on 11 May 2020

- 1. All departments submitted their Plan of Action for the year 2020-21.
- 2. The webinar series Revelacion was started on 13 May and there were four lectures in the series by Dr Babu Sebastian, Former Vice Chancellor, MG University, Dr Jose Sebastian, Former Senior faculty, Gulathi Institute of Finance and Taxation, Thiruvananthapuram, Prof Lopus Mathew, PSC Member and Rev Dr Sooraj Pittappillil, Asst Professor, JDV Pune.
- 3. The Academic Retreat was conducted on June 7. Departmental and Interdepartmental discussion were conducted to chalk out the final action plan for the departments. Dr. Babu Sebastian, former Vice-Chancellor of Mahatma Gandhi University, inaugurated the programme and delivered an inspiring message with its focus on Digital Learning Platforms.
- 4. The committee for Online learning was constituted under Dr Siby Joseph, Staff Secretary and the members were, Dr Sumesh George, Asst Coordinator Joby Joseph, HOD Botany, IQAC, Mr. Jobin Scaria, and Mr.Jom K Tom. Decided to choose the Google Meet platform and the teachers were given training on the fundamentals of Google Classroom.
- The Criterion wise Teams were restructured and were asked to enhance the documentation of data.
- 6. Covid protocol related notices were exhibited in the campus and sanitizers and other disinfecting facilities were arranged in different part of the campus.

Principal

Welhadu

Action Taken Reports based on the IQAC Meeting on 25 June 2020

- 1. Mobile Phone Donation drive was launched on 20 July to combat the issue of digital divide.
- 2. The college hostel was handed over to the Municipal authorities to be used as Covid First Line Treatment Centre.
- 3. The department of English conducted the National Seminar on Gender and Society led by Dr Ananditha Pan IISER Bhopal
- 4.Departments of Mathematics, Food Science and English conducted Webinars.

5. The volunteer groups for the Divyangjan were given instructions and guidelines by the faculty in charge.

Principal

Action Taken Reports Based on the IQAC Meeting on 07 August 2020

- 1. Website renovation work was entrusted with a new firm, Computer Park Kattappana.
- 2. Two Week Faculty Development Programme on Essential Software Skill Training was given, starting on 17 August.
- 3. Impact Webinar series on Entrepreneurship, IPR and Innovation started on 14 August.
- 4. Workshop on OBE was organized by IQAC on 27 August.

Principal

Action Taken Reports on the basis of the Minutes of the IQAC Meeting on 22 September 2020

- 1. All departments submitted their half-yearly reports on time .
- 2. Linways Technologies were entrusted with the charge of completeing Academic Management system installation.
- 3. Joydemic, a stress releasing programme was launched by the college.
- **4.** Sri. Mithun John, Assistant professor is appointed as the faculty coordinator of IEDC.
- 5. IEDC started functioning in the campus.

Principal

Action Taken Reports Based on the Minutes of the IQAC Meeting on 12 December 2020

- 1. Feedback on syllabus was collected from all stake holders in the last week of February 2021.
- 2. Student Satisfaction Survey also was conducted in the first week of March 2020.
- 3. Annual Academic audit was successfully completed on 16-17 March.
- 4. Placement Training Webinar was conducted on 5 January 2021.

Principal

Action Taken Reports Based on the Minutes of the IQAC Meeting on 26 March 2021

- 1. The college was awarded with the Haritha Office Certificate.
- 2. Collection of data for 2020-21 was completed by the end of May 2021...
- 3. Mithun John was given the charge of starting the certificate courses in Moodle Platform.
- 4. Criterion leaders presented the data they have collected so far and necessary rectifications were given to them regarding further collection

Principal