

# St. George's College Aruvithura

Internal Quality Assurance Cell



Minutes of the IQAC Meetings

**2019-20**



# 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.sgearuvithura.ac.in](http://www.sgearuvithura.ac.in)

E-mail- [sgcollegearuvithura@gmail.com](mailto:sgcollegearuvithura@gmail.com)

[sgcaruvithura@yahoo.co.in](mailto:sgcaruvithura@yahoo.co.in)

## Notice

Date: 03/06/2019...

A meeting of the IQAC is scheduled to be held at 10:30 am on 04 June 2019 in the Conference Hall. All members are expected to be present for the same.



Principal

*Mekkaden*

## Agenda

1. Planning the activities for the next academic year.
2. Conduct Academic Retreat.
3. Conduct of Orientation Programme for first year UG and PG students.
4. Starting New Certificate Courses

## Members

1. Dr. Reji Vargheese Mekkaden *Mekkaden*
2. Rev. Fr. George Pullukalayil *George Pullukalayil*
3. Ms. Jilu Ani John *Jilu Ani John*
4. Prof. Lopus Mathew *Lopus Mathew*
5. Dr. Sumesh George *Sumesh George*
6. Sri. Mithun John *Mithun John*
7. Dr. Baby Sebastian *Baby Sebastian*
8. Dr. Tessymol Mathew *Tessymol Mathew*
9. Ms. Sini Jacob *Sini Jacob*
10. Sri. Denny Thomas *Denny Thomas*
11. Dr. Siby Joseph *Siby Joseph*
12. Sri. Josiah John *Josiah John*
13. Sri. K T Joseph *K T Joseph*
14. Sri. Joby Alex *Joby Alex*
15. Sri. Sabu Mathew *Sabu Mathew*
16. Sri. Rejo Johns *Rejo Johns*
17. Mr. Satheesh George *Satheesh George*
18. Mr. P M Mathew Parayi *P M Mathew Parayi*
19. Adv. Jose V George *Jose V George*

**Internal Quality Assurance Cell**  
**St George's College Aruvithura**

**SGC/IQAC/2019-20/01**

**Minutes of the IQAC Meeting on 04 June 2019 at 10.30 am**

Venue: Conference Room

Agenda

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

Item2: Conduct Academic Retreat.

Item3: Conduct of Orientation Programme for first year UG and PG students.

Item4: Starting new Certificate Courses.

**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. Dr. Sumesh George suggested the need for starting more certificate courses. The feasible dates for the conduct of Orientation Programmes for first year Undergraduates and Post-graduates also were discussed. The meeting also discussed the schedule and resource persons of the upcoming Academic Retreat. 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 7.
2. The meeting decided to instruct all departments to start new certificate courses.
3. Open Library scheme was to be formally launched and the open space in front of the examination office was identified for the same.
4. Orientation Programmes for the freshers was decided to be conducted tentatively in the first week of July.


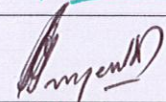
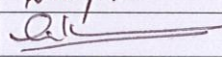

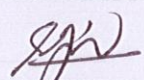
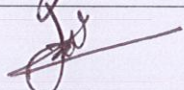
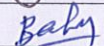
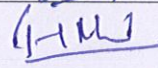
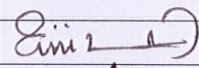

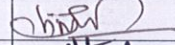

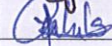
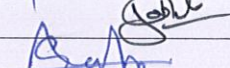
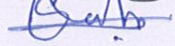

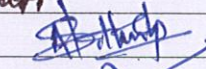

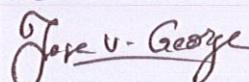


Principal



IQAC Coordinator

Members Present in the IQAC meeting held on 04 June 2019

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





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## Notice

Date...19/07/2019.

A meeting of the IQAC is scheduled to be held at 10:30 am on 22 July 2019 in the Conference Hall. All members are expected to be present for the same.



Principal

*Mekhadu*

## Agenda

1. Launching SGC Educational Outreach Programme for local schools.
2. Conducting an Environmental Programme
3. Discussion on the 50-50 bond regarding DST-FIST Fund
4. Organizing Aruvithura Volley Ball Tournament
5. Discussion on providing better facilities for the divyaagana.

## Members

1. Dr. Reji Vargheese Mekhadu
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
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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

*Mekhadu*

*Ameyan*

*Hip*

*Sumesh*

*Mithun*

*Baby*

*Tessymol*

*Sini*

*Denny*

*Siby*

*Josiah*

*K T*

*Joby*

*Sabu*

*Rejo*

*Satheesh*

*Parayil*

*Jose V*

*Jose V. George*

## **Internal Quality Assurance Cell**

### **St George's College Aruvithura**

**SGC/IQAC/2019-20/02**

**Minutes of the IQAC Meeting on 22 July 2019 at 10.30 am**

Venue: Conference Room

#### **Agenda**

Item 1: Launching SGC Educational Outreach Programme for local schools.

Item 2: Conducting an Environmental Programme

Item 3: Discussion regarding the 50-50 bond regarding DST-FIST Fund

Item 4: Organizing Aruvithura Volley Ball Tournament

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

#### **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. The meeting then discussed and finalized the various Certificate courses and the add on programmes to be given in the academic year. There were discussions about the starting of SGC Educational Outreach Programme for local schools. Mr Mithun and Dr Baby Sebastian suggested that as part of our best practice some environmental programmes have to be initiated. Dr Sumesh George initiated a discussion on the 50-50 bond regarding DST-FIST Fund. The members suggested the need for restarting the Aruvithura Volley. Ms Sini Jacob suggested that the facilities for the divyaangana have to be improved. Mr Mithun suggested a proposal for starting IEDC in the college. Dr Siby Joseph thanked the gathering. It ended at 11.30 am

#### **Important Decisions Taken**

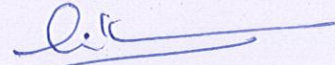
1. It was decided to conduct the Environmental sensitization Programme Kavya Prakriti on 5 August

2. The high school students of St George Higher secondary school in the were decided as the target group of the SGC Educational Outreach Programme.
3. Various committees for Aruvithura Volley were formed.
4. It was decided to install Elevator facility in the Golden Jubilee block.
5. Decision was taken to submit proposal to Kerala Start up Mission for starting IEDC in college.




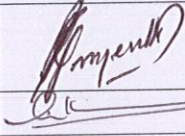
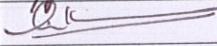

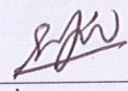
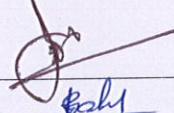
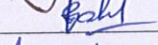
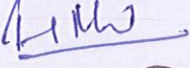
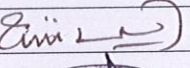

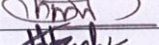
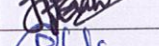
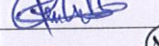
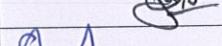
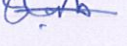
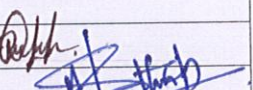

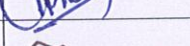
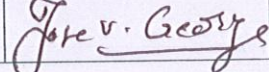
Principal

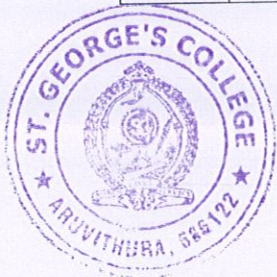




IQAC Coordinator

**Members Present in the IQAC meeting held on 22 July 2019**

Sl.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	
2	Rev. Fr. George Pullukalayil	Management Representative	
3	Ms. Jilu Ani John	IQAC Coordinator	
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[sgcaruvithura@yahoo.co.in](mailto:sgcaruvithura@yahoo.co.in)

## Notice

Date...29.08.2019

A meeting of the IQAC is scheduled to be held at 10:30 am on 30 August 2019 in the Conference Hall. All members are expected to be present for the same.



Principal

*Mekkaden*

## Agenda

1. Participating in Gandhi Global Solar Yatra
2. Celebrating Malayala Bhasha Dinam
3. Conducting a Cultural Exchange Programme
4. NIRF Data Submission
5. Hosting MG University Wrestling Championship

## 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
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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

*Mekkaden*

*George Pullukalayil*

*Jilu Ani John*

*Lopus Mathew*

*Sumesh George*

*Mithun John*

*Baby Sebastian*

*Tessymol Mathew*

*Sini Jacob*

*Denny Thomas*

*Siby Joseph*

*Josiah John*

*K T Joseph*

*Joby Alex*

*Sabu Mathew*

*Rejo Johns*

*Satheesh George*

*P M Mathew Parayil*

*Adv. Jose V George*

**Internal Quality Assurance Cell**  
**St George's College Aruvithura**

**SGC/IQAC/2019-20/03**

**Minutes of the IQAC Meeting on 30 August 2019 at 10.30 am**

Venue: Conference Room

Agenda

- Item 1: Participate in Gandhi Global Solar Yatra.
- Item 2: Celebrating Malayala Bhasha Dinam
- Item 3: Conducting a Cultural Exchange Programme,
- Item 4: NIRF Data Submission
- Item 5: Hosting MG University Wrestling Championship

**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 associating with IIT Bombay for the Gandhi Global Solar Yatra. Dr.Sumesh George introduced the topic of NIRF participation which was discussed by the floor. IQAC Coordinator, Ms Jilu Ani John talked about the proposal for a cultural Exchange programme with Germany. The floor then discussed the Malayala Bhasha Dinam Celebrations and the hosting of MG University Wrestling Championship. Dr.Sumesh George thanked the floor. The meeting came to a close at 12 noon.

**Important Decisions**

1. Mr Denny Thomas was appointed as the Co-ordinator of Gandhi Global Solar Yatra and it was decided to select NSS Volunteers for assembling the Solar Lamps.
2. Sanskriti the Indo-German Handshake was scheduled for 15 November and Ms Jilu Ani John was entrusted with the conduct of it.
3. It was decided to host the MG University Wrestling Championship .



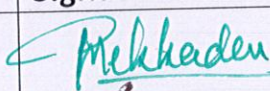
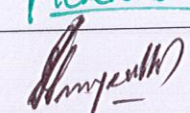
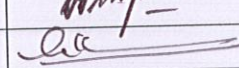

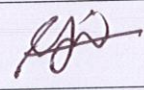
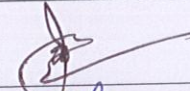
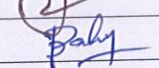
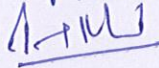
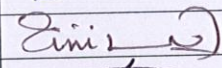
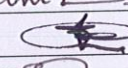
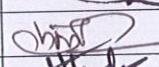


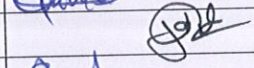
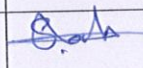
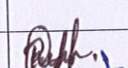

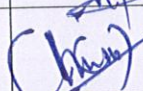
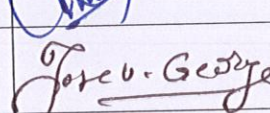
Principal





IQAC Coordinator

**Members Present in the IQAC meeting held on 30 August 2019**

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





# 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](http://www.sgcaruvithura.ac.in)

E-mail- [sgcollegearuvithura@gmail.com](mailto:sgcollegearuvithura@gmail.com)

[sgcaruvithura@yahoo.co.in](mailto:sgcaruvithura@yahoo.co.in)

## Notice

Date: 09.12.2019.

A meeting of the IQAC is scheduled to be held at 10 :30 am on 10 December 2019 in the Conference Hall. All members are expected to be present for the same.



Principal

*Mekkaden*

## Agenda

1. Utilization of the released DST- FIST fund .
2. Submission of Half- yearly reports by departments.
3. Conduct of Legal Awareness Programme
4. Three Day Training on Carbon Accounting and Environment Audit Procedures.
5. Organizing Job Fair
6. Associating with Medicity Pala to promote health awareness programmes

## 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
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16. Sri. Rejo Johns
17. Mr. Satheesh George
18. Mr. P M Mathew Parayil
19. Adv. Jose V George

*Mekkaden*

*George Pullukalayil*

*Jilu Ani John*

*Lopus Mathew*

*Sumesh George*

*Mithun John*

*Baby Sebastian*

*Tessymol Mathew*

*Sini Jacob*

*Denny Thomas*

*Siby Joseph*

*Josiah John*

*K T Joseph*

*Joby Alex*

*Sabu Mathew*

*Rejo Johns*

*Satheesh George*

*P M Mathew Parayil*

*Adv. Jose V George*

**Internal Quality Assurance Cell**  
**St George's College Aruvithura**

**SGC/IQAC/2019-20/04**

**Minutes of the IQAC Meeting on 10 December 2019 at 10.30 am**

Venue: Conference Room

**Agenda**

Item 1: Utilization of the released DST- FIST fund.

Item2: Submission of Half-yearly reports by departments.

Item 3: Conduct of Legal Awareness Programme

Item4: Three Day Training on Carbon Accounting and Environment Audit Procedures .

Item 5: Conducting Job Fair.

Item 6: Associating with Medicity Pala to promote health awareness programmes

Item 6:

**Discussions**

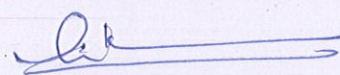
The meeting started with a silent prayer. IQAC Co-ordinator Ms Jilu Ani John welcomed the gathering. Principal Dr Reji Vargheese Mekkaden presided over the meeting. Dr Sumesh George introduced the topic of utilization of the released DST- FIST fund . Then the IQAC Coordinator informed the gathering that funds were sanctioned by the National Commission for Women to conduct the Legal Awareness Programme and KSCSTE for a Three Day Training on Carbon Accounting and Environment Audit Procedures 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 suggested the idea of strengthening the placement drive by the college. Mr Mithun John initiated a discussion about associating with Medicity Pala. Dr Tessymol Mathew thanked the floor.

## Important Decisions

1. Technical and Finance committees were constituted to utilize the DST-FIST fund effectively.
2. It was decided to inform the departments to submit their half yearly report in before Christmas holidays,
3. The Legal Awareness programme was scheduled for the first week of January.
4. Mr Mithun John was appointed the coordinator of the Three Day Training on Carbon Accounting and Environment Audit Procedures
5. Mr Binoy C George was entrusted with the organizing the Job Fair and different committees in this regard were constituted.
6. SGC TV was asked to start programmes in association with Medicity Pala

  
Principal



  
IQAC Coordinator

**Members Present in the IQAC meeting held on 10 December 2019**

Sl.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	
2	Rev. Fr. George Pullukalayil	Management Representative	
3	Ms. Jilu Ani John	IQAC Coordinator	
4	Prof. Lopus Mathew	Alumni Representative and member PSC	
5	Dr. Sumesh George	IQAC Assistant Coordinator	
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[sgcaruvithura@yahoo.co.in](mailto:sgcaruvithura@yahoo.co.in)

## Notice

Date: 21.01.2020

A meeting of the IQAC is scheduled to be held at 10:30 am on 23 January 2020 in the Conference Hall. All members are expected to be present for the same.



Principal

*Rekkaden*

## 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
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11. Dr. Siby Joseph
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16. Sri. Rejo Johns
17. Mr. Satheesh George
18. Mr. P M Mathew Parayil
19. Adv. Jose V George

*Rekkaden*

*Jose V. George*



**Internal Quality Assurance Cell**  
**St George's College Aruvithura**

**SGC/IQAC/2019-20 /05**

**Minutes of the IQAC Meeting on 23 January 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: To seek measures to provide uninterrupted stabilized power supply to the campus

**Discussions**

The meeting started with a silent prayer. Ms Jilu Ani John, the IQAC Co-ordinator briefed the gathering about the action taken on the minutes of the previous meeting. 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. The meeting also discussed the issue of power instability and supply shortage in the campus. Dr Siby Joseph thanked the gathering which ended at 11.30 am

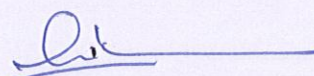
**Important Decisions**

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.
4. It was decided to install a Generator cum Transformer in the campus.




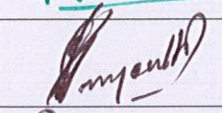
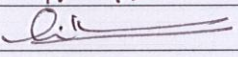

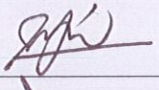

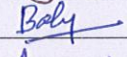

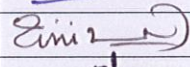
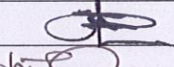
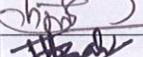
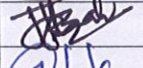
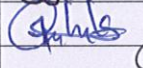
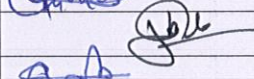
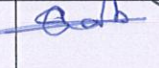
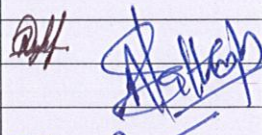
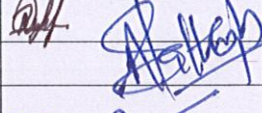
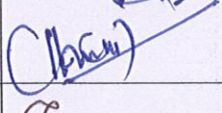
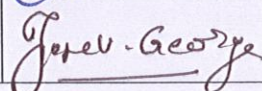
Principal





IQAC Coordinator

**Members Present in the IQAC meeting held on 23 January 2020**

Sl.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	
2	Rev. Fr. George Pullukalayil	Management Representative	
3	Ms. Jilu Ani John	IQAC Coordinator	
4	Prof. Lopus Mathew	Alumni Representative and member PSC	
5	Dr. Sumesh George	IQAC Assistant Coordinator	
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[sgcaruvithura@yahoo.co.in](mailto:sgcaruvithura@yahoo.co.in)

## Notice

Date: 16.03.2020

A meeting of the IQAC is scheduled to be held at 10 :30 am on 19 March 2020 in the Conference Hall. All members are expected to be present for the same.



Principal

Mekkaden

## Agenda

1. Assessments of activities of IQAC 2019-20.
2. Academic reforms in the wake of covid 19pandemic.
3. Chalking out plan of action for 2020-21
4. 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
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17. Mr. Satheesh George
18. Mr. P M Mathew Parayil
19. Adv. Jose V George

Mekkaden

Jose V. George

**Internal Quality Assurance Cell**  
**St George's College Aruvithura**

**SGC/IQAC/2019-20/06**

**Minutes of the IQAC Meeting on 19 March 2020 at 10.30 am**

Venue: Conference Room

**Agenda**

Item 1: Academic reforms in the wake of covid-19 pandemic

Item2: Assessment of the activities of IQAC in 2019-20

Item3: Plan of action for the next Year

**Discussions**

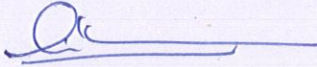
The meeting started with a silent prayer. Ms Jilu Ani John, IQAC Coordinator welcomed the floor. Principal Dr Reji Vargheese Mekkaden initiated a discussion about online mode of teaching and invited suggestions for the same from the members. IQAC Coordinator presented the report of the Academic Audit. The Criterion leaders then spoke for 45 minutes and each specified the area to be strengthened in the current academic year. Dr Sumesh George and Mr Mithun John presented an assessment of the activities of 2019-20. Dr Tessymol Mathew thanked the floor.

**Important Decisions Taken**


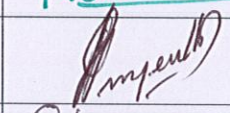
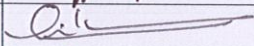

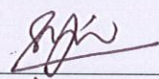

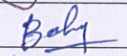
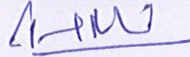
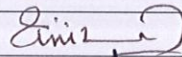


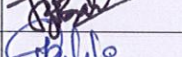
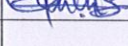
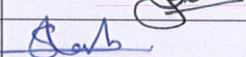
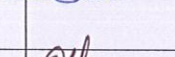

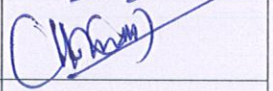
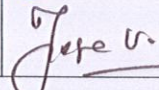

1. It was decided to make necessary suggestions to the department on the basis of the Academic Audit report.
2. It was decided to purchase interactive boards for facilitating online teaching.
3. Departments were asked to prepare the plan of action for the upcoming academic year.

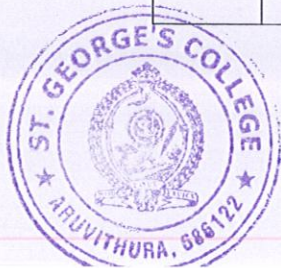
  
Principal



  
IQAC Coordinator

**Members Present in the IQAC meeting held on 19 March 2020**

Sl.No	IQAC Member		Signature
1	Dr. Reji Vargheese Mekkaden	Chairperson and Head of the Institution	
2	Rev. Fr. George Pullukalayil	Management Representative	
3	Ms. Jilu Ani John	IQAC Coordinator	
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# St. George's College Aruvithura

Internal Quality Assurance Cell



**Action Taken Report  
on the Minutes of IQAC Meetings**


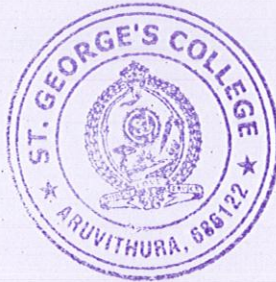
**2019-20**

## Action Taken Report Based on the IQAC Meeting on 04 June 2019

1. All departments submitted their Plan of Action for the year 2019-20.
2. 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. Fr. Joseph Kaduppil led an orientation session for the teachers.
3. Orientation Programme for first year degree students was conducted on July 8-9.
4. The Criterion wise Teams were restructured and were asked to enhance the documentation of data.
5. All departments submitted the syllabus of the new Certificate courses for ratification.



Principal

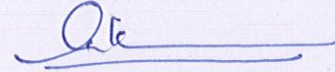
  
IQAC Coordinator

## Action Taken Reports based on the IQAC Meeting on 22 July 2019

1. The Environmental sensitization Programme Kavya Prakriti ,led by renowned poet Inchakkadu Balachandran was conducted on 5 August
2. SGC Educational Outreach programme was launched on 18 August
3. Aruvithura Volley was conducted from 19-21 August .
4. The initial formalities for the installation of Elevator facility in the Golden Jubilee block were started.
5. Proposal was submitted to Kerala Start up Mission for starting IEDC in college



Principal



IQAC Coordinator



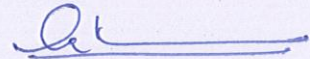
**Action Taken Reports Based on the IQAC Meeting on 30 August 2019**

1. Gandhi Global Solar Yatra programme was conducted on 2 October.
2. Dr Sabu de Mathew addressed the college community on 1 November as part of Malayala Bhasha Dinam Celebrations.
3. Sanskriti, the Indo- German handshake was conducted on 15 November.
4. The college participated in NIRF in December 2019.
5. The college hosted MG University Wrestling Championship in October



Principal





IQAC Coordinator

**Action Taken Reports on the basis of the Minutes of the IQAC Meeting on 10 December 2019**

1. The placement cell conducted host of training programmes for final year students.
2. All departments submitted their half-yearly reports .
3. The Legal Awareness Programme was conducted on 10 January 2020
4. Three Day Training on Carbon Accounting and Environment Audit Procedures was conducted from 13-15 January 2020.
5. The college conducted the Job Fair on 18 January 2020.
6. SGC TV started the initial discussions for MediTalk in association with Medicity Pala.



Principal





IQAC Coordinator

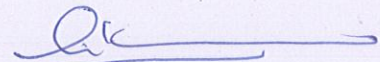
**Action Taken Reports Based on the Minutes of the IQAC Meeting on 23  
January 2020**

1. Feedback on syllabus was collected from all stake holders in the second week of March 2020.
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. Initial measures for installing Generator cum Transformer were taken by the management.



Principal





IQAC Coordinator

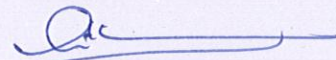
## Action Taken Reports Minutes of the IQAC Meeting on 19 March 2020

1. Two Interactive boards were purchased.
2. The mode of data collection was reformed.
3. IQAC decided to start a webinar series to mark the shift to online teaching..
4. Departments submitted the plan of action well in time.



Principal





IQAC Coordinator