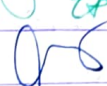
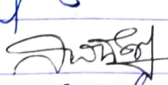
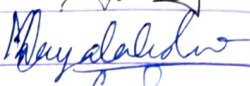
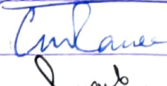
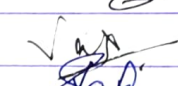
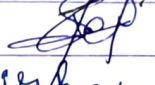
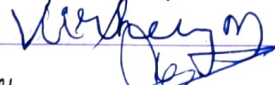
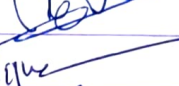
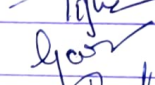
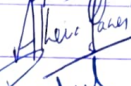
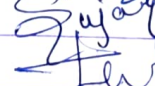
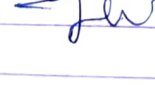


Date :- 11 / 08 / 2023

Venue :- Board Room.

Time :- 2:00 PM - 4:00 PM.

Members Present :-

- | | | |
|--------------------------|----------------------|--|
| 1. Dr Thomas Thennaduyil | Principal |  |
| 2. Fr Joseph S | Vice Principal | |
| 3. Dr Chinmaya Dash | DAE Coordinator |  |
| 4. Dr Madlesh | HOD Language |  |
| 5. Ms. Gayalakshmi | HOD Computer Science |  |
| 6. Ms. Cassandrea | HOD Management |  |
| 7. Ms. Angela | HOD Humanities |  |
| 8. Dr Christina R | HOD MSN | |
| 9. Mr. Vasu | HOD Commerce |  |
| 10. Dr Arjit | HOD MBA |  |
| 11. Ms. Maryj. R. | Adm. Officer |  |
| 12. Mr. Thejaswi Kumar | Uni Liaison officer |  |
| 13. Mr. Tiju. | Industrialist |  |
| 14. Mr. Georgekutty | " |  |
| 15. Mr. Praywal | College Captain |  |
| 16. Ms. Athira Ganesh | " |  |
| 17. Mr. Rahul | Alumni Coordinator |  |
| 18. Mr. Sujay Roy | Industrialist |  |
| 19. Mr. Josephi Appachan | " |  |

Agenda :-

- ★ Inauguration of academic year.
- ★ Research / Publication / Promotion.
- ★ Introduction of Linways.
- ★ Student Scholarship.
- ★ Benchmarks.
- ★ Preparation for autonomy.

Meeting started with a short prayer.

→ Fr. Principal welcomed all the members to the meeting.

→ Principal thanked everyone for their constant support ~~is~~ rendered for the growth of the Institution. and also expressed that he would like to see some in the future as well.

→ Principal also informed the members that Orientation sessions are already planned for the upcoming batch. He instructed all the heads of the departments to make sure orientations happens in a smooth order without any delays and

confusions.

- Dr Chinmaya Dash highlighted that research and publication should be taken seriously by all the faculty members.
- Principal added to the above point stating that Heads should inform everyone that from now onwards increments will be based on research and publications made by the faculty members.
- Dr Chinmaya Dash also informed that EDPs and NPTEL courses only will be considered for personal evaluations.
- It was also stressed that students must enroll for NPTEL courses.
- Principal informed all the members that new ERP Linways will be the only platform from now on for dissemination of any information to students and parents.
- It was also informed to everyone that from now onwards students who present papers outside will be provided with research scholarship. Also students who clear NPTEL exam separate academic scholarship will be given to them.

→ Dr Chinmaya Dash informed all the heads that benchmarks for the upcoming academic year will be released at the earliest.

→ Principal informed all the members that we are getting ready for applying for autonomous status. He informed everyone to get ready with all the required documents. He said IQAC is already getting ready with the required documents. And as and when required to support IQAC since the plan for submission of the report is somewhere in the month of October.

→ Soon few sessions regarding preparedness of autonomy will also be planned in the future.

Meeting came to an end at 4:00 P.M.

Date - 18/01/2024
 Venue - Board Room
 Time - 3:00 PM - 4:00 PM

Members Present :-

1. Dr. Thomas Thennakylil Principal
2. Fr. Joseph L Vice Principal
3. Dr. Chinmaya Dash IQAC Coordinator
4. Dr. Madhesh HOD Languages
5. Ms. Jayalakshmi HOD Computer Science
6. Ms. Cassandra Ponne HOD Management
7. Ms. Angela HOD Humanities
8. Dr. Christina HOD MSW
9. Mr. Vasu HOD Commerce
10. Dr. Ankit HOD MBA
11. Mr. Naveen Office manager
12. Mr. Thejaswini Kumar Unionisation officer
13. Mr. Tiju Thomas Industrialist
14. Mr. George Kutty "
15. Mr. Sujoy Roy "
16. Mr. Joseph Eappachen "
17. Mr. Praywal College captain
18. Mr. Athina Ganesha "
19. Mr. Rahul Alumni Coordinator

Agenda:-

Autonomous Preparedness.

Syllabus Discussion.

SEP adoption.

List for BOE / BOS / Finance Committee members.

Plan for Benchmarks.

Meeting started with a short prayer.

→ Principal welcomed all the members to the meeting.

→ Principal apprised all the members regarding the upcoming preparations for autonomous status.

→ It was informed to all the members that IQAC team has visited various autonomous institutions in lieu to understand the process and flow of functionality.

→ Principal also informed that the exam cell committee also visited various institutions and are already working on framing of policy related to examination procedure, rules and regulations.

- Principal also informed the members that university visit for autonomy verification may happen somewhere in the month of February.
- He asked all the heads to get ready with the department documents for the visit.
- Principal also informed everyone to start working on framing of the syllabus for upcoming autonomy batch.
- He also emphasised that we will follow SEP Syllabus prescribed by the university as of now.
- Principal also informed everyone that you can make maximum of 20% alterations in the syllabus if required.
- It was also informed to all the heads to just keep in mind and start thinking about framing of various committee members post getting the autonomous status. He said start contacting the people and understand their availability. So that it becomes easier once the status is received. The committee tentative list could be prepared for BOE & BOS / Finance. and any alterations required could be

looked at post receivment of the autonomous status.

→ Principal also informed that a team will be prepared shortly which will look at various rankings which we could look at for the institution.

→ Institution is looking for institutional ranking via NIRF and other platforms.

Meeting came to end by 2:00 PM.