

PEET MEMORIAL TRAINING COLLEGE, MAVELIKARA

MINUTES OF IQAC MEETINGS 2018-2019

IQAC MEETING HELD ON 08/06/2018

Venue: Principal's Chamber

Time: 10.30 AM

The first meeting of the IQAC for the academic year 2018-2019 was held in the college conference hall under the leadership of principal.

Agenda of the Meeting

Preparation of plan of action for the academic year 2018-2019

Plan of Action

- Organizing Orientation Program.
- Submit AQAR for 2017-18.
- Ensure all round development of the students.
- Ensure welfare of staff and students.
- Target for paperless office-E-governance.
- Activities of alumina Association.
- Distribution of essential study materials to poor students nearby schools.
- Workshop on coconut leaf craft.
- Provide yoga training to students.
- Fostering the competitive spirit for attending UGC/NET, SET, CTET & KTET exams.

Members present

1. Rev. Dr. Sam T. Mathew
2. Prof. Abraham Thomas
3. Dr. Jibby George

4. Dr.Mariamamma Mathew (IQAC Co ordinator)
5. Dr. Sony Mary Varghese
6. Smt. Alie Molly Varghese
7. Smt. Mumthas S
8. Dr. Velayudhan Nair
9. Smt. Mariamma. Varghese
10. Dr. Elizabeth Joshua
11. Sri. Tony Cherian
12. Jinu Ann Kozhy
13. Smt.Mini Mariam John (School representative)
14. Sri. Aji M. (Alumni Representative)
15. Smt.Leela Abhilash (Local body Representative)

IQAC MEETING HELD ON 04/09/2018

Time: 03.30 PM

Agenda of the Meeting

Discussion on plastic free campus and organizing Academic activities

The meeting began with a silent prayer. The principal welcomed the newly constituted IQAC team.

The following decisions were taken:

- Organize the Inter collegiate Kalolsavam for Bed & Med students in Kerala State, named RANGOLSAV.
- Implementation of Plastic Free Campus.
- Conduct Soft Skill Development program.
- For language development arrange communicative English classes for students.
- Organize the inter school quiz competition
- Conduct a food fest named RUCHI MELA.
- Organise Prof. Varghese Chandy Memorial lecture series on the topic 'Higher Education Prospect's & Challenges'.
- Inter Collegiate Carol competition named: YULETIDE.
- Start Writing AQAR for 2018-19.
- Organizing Community living Camp: KANIV.

Members present

1. Rev.Dr. Sam T. Mathew
2. Prof. Abraham Thomas
3. Dr. Jibby George
4. Dr.Mariamamma Mathew (IQAC Co ordinator)
5. Dr. Sony Mary Varghese
6. Smt. Alie Molly Varghese
7. Smt. Mumthas S

8. Dr.Velayudhan Nair
9. Smt. Mariamma. Varghese
10. Dr. Elizabeth Joshua
11. Sri. Tony Cherian
12. Dr. Renginy K R
13. Jinu Ann Kozhy
14. Smt.Mini Mariam John (School representative)
15. Sri. Aji M. (Alumni Representative)
16. Smt.Leela Abhilash (Local body Representative)

Action taken Report

On the basis of the meeting held on 4/09/2018 interschool quiz competition and intercollegiate carol competition was conducted in a marvellous manner. And the steps were taken to ensure the campus was plastic free on 20/09/ 2018. A soft skill development programme was conducted on 3/1/2019.

IQAC MEETING HELD ON 14/02/2019

Time: 2.30 PM

Agenda of the Meeting

Discussion on preparation of AQAR and organizing Academic activities

The meeting began with a silent prayer. The members revised and reviewed the progress of the preparation of the report for AQAR

The following decisions were taken:

- Documentation of each criterion to be given importance.
- Collect the necessary documents to support all the activities of college.
- Conduct capacity building programme.
- Organise a seminar on awareness about Reproductive Gynecology.
- Decisions taken for implementing Plastic free campus
- Conduct exhibition for paper bags, pen & paper files.
- Preparation for conducting sports and arts programs.
- Arrangements for counseling classes
- Conduct mental health and wellness programs
- Arrangements for conducting Rangolsav.

Members present

1. Rev. Dr.Sam T. Mathew
2. Prof. Abraham Thomas
3. Dr.Velayudhan Nair
4. Dr.Mariamamma Mathew (IQAC Co ordinator)
5. Dr. Sony Mary Varghese
6. Smt. Alie Molly Varghese
7. Smt. Mumthas S
8. Smt. Mariamma. Varghese

9. Dr. Elizabeth Joshua
10. Sri. Tony Cherian
11. Dr. Renginy K R
12. Jinu Ann Kozhy
13. Smt.Mini Mariam John (School representative)
14. Sri. Aji M. (Alumni Representative)
15. Smt.Leela Abhilash (Local body Representative)

Action taken Report

On the basis of the meeting held on 14/02/2019 discussions and initial preparation for Rangolsav were carried out and committees formed. A class on reproductive Gynecology was conducted on 29/1/2019. Sports and Arts festivals were conducted as per the decisions taken.

IQAC MEETING HELD ON 01/03/2019

Time: 2.30 PM

Agenda of the Meeting

Discussion about the planning of RANGOLSAV, preparation of AQAR and organizing Academic activities

The meeting began with a silent prayer. The co-coordinator of the IQAC welcomed the members. The members revised and reviewed the progress of the preparation of the report for AQAR

The following decisions were taken:

- Arrangements for RANGOLSAV the Inter Collegiate Competition
- Plans taken for venues, accommodation and food for the members participating in Rangolsav.
- Form committees and assigned duties to different committees.
- Organise a seminar for make awareness about plastic free campus.
- Prepare a class for basics of yoga and breathing exercise.
- Preparations for wellness and mental health programmes.
- Distribution of cloth bags, paper files and paper pens as part of plastic free campus
- Conduct a nature Camp.

Members present

1. Rev.Dr. Sam T. Mathew
2. Prof. Abraham Thomas
3. Dr. Jibby George
4. Dr.Mariamamma Mathew (IQAC Co ordinator)
5. Dr. Sony Mary Varghese
6. Smt. Alie Molly Varghese
7. Smt. Mumthas S
8. Dr.Velayudhan Nair

9. Smt. Mariamma. Varghese
10. Dr. Elizabeth Joshua
11. Sri. Tony Cherian
12. Dr. Renginy K R
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14. Smt. Mini Mariam John (School representative)
15. Sri. Aji M. (Alumni Representative)
16. Smt. Leela Abhilash (Local body Representative)

Action taken Report

A programme on wellness and mental hygiene was organized as per the decision taken. Further discussions regarding the conduct of Ragolsav were carried out.