

The meeting of IQAC was held in the IQAC Room on 13 June 2019 at 3.30 PM. The Principal, Dr. Saji M. Sebastian presided over the meeting. Dr. Joseph George, IQAC Coordinator welcomed the members present in the meeting. The meeting offered whole-hearted support to the new Principal throughout his endeavors for quality assurance and enhancement. It also expressed gratitude to the retired Principal, Dr. George V. Thomas for his sincere contributions to the college and appreciated him for his profound leadership enabling the institution to score high grade in NAAC Assessment. The meeting also welcomed the new Financial Administrator of the College, Rev. Fr. Libin Valiyaparambil CMI who is the newly nominated Management Representative to IQAC. The following decisions were made in the meeting:-

- 19/32 1. As organized every year, an orientation programme for both teaching and non-teaching staff should be planned in June itself. The meeting decided to assign Staff Secretary to organise the programme.
- 20/32 2. To recommend to start add-on courses this academic year.
- 21/32 3. To constitute an Internal Audit Committee for the internal financial audit of all Departments and Clubs/Associations.
- 22/32 4. To organize Orientation Programme for first year UG students.
- 23/32 5. To ensure Bridge Courses for new students to familiarize them with the unfamiliar subjects.
- 24/32 6. To resume life guidance seminar in the same frequency as scheduled last academic year.

The meeting concluded at 4.15 pm. The following members were present in the meeting.

1. Dr. Saji M. Sebastian, Principal Saji M. Sebastian
2. Fr. Libin Valiyaparambil, Management Representative Libin
3. Dr. Joseph George, Coordinator Joseph George
4. Mr. Roby Mathew, Joint Coordinator Roby Mathew
5. Dr. Ebey P. Koshy, Member Ebey P. Koshy
6. Dr. Roy Sebastian K, Member Roy Sebastian K
7. Mr. Justice Joseph, Member Justice Joseph
8. Mr. Thomas Sebastian, Member Thomas Sebastian
9. Mr. Sijumon M. K., Member Sijumon M. K.

10. Mr. Amalu Jose, Member

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~~JG JG~~

Dr. Joseph George
Co-ordinator

~~S. S. S.~~
Dr. Saju M. Sebastian
Principal

The meeting of IQAC was held in the Conference Hall on 6th August 2019 at 3pm. The Principal, Dr. Saju M. Sebastian presided over the meeting. The IQAC Co-ordinator, Dr. Joseph George, welcomed the members present in the meeting. The meeting congratulated the newly nominated members of IQAC as part of reconstitution of the IQAC as per the UGC Regulations and Guidelines. The Principal introduced the new members to all other members present in the meeting. The nominees to the reconstituted IQAC were:-

- Dr. Saju M. Sebastian, Principal
- Rev. Fr. Libin Valiyaperambil, Financial Administrator & Management Representative
- Dr. Joseph George, IQAC Co-ordinator
- Dr. Roy Sebastian K., Head, Dept. of Physics
- Dr. Ebeey P. Koshy, Head, Dept. of Chemistry
- Mr. Justine Joseph, Head, Dept. of Economics
- Mr. Roby Mathew, Head, Dept. of English
- Mr. Thomas Sebastian, Office Superintendent
- Mr. Juby Isaac, Industry Expert
- Mr. Sijumon M.K., Local Body Representative
- Mr. Rashan Paul, Alumni Representative
- Ms. Amal Jose, Student Representative

The IQAC was reconstituted with effect from the same day, 06 August 2019. The meeting took the following decisions also:-

- 25/33 1. The College should extend supporting hands to the needful category of people in the State to face the monsoon related calamities like flood, landslide, contagious diseases, etc.
- 26/33 2. Select very judiciously external mentors for the Walk with Scholar Programme & Scholar Support Programme.
- 27/33 3. Initial steps should be taken to update the website of the College as per the standards.

The meeting concluded at 4pm. The following members

- 1. Dr. Saju M. Sebastian, Principal
- 2. Fr. Libin Valiyaperambil, Management Representative
- 3. Dr. Joseph George, IQAC Co-ordinator

S. Saju
Fr. Libin
J. George

4. Dr. Raff Sebastian K., Member Dr. Raff Sebastian
5. Dr. Ebej P. Koshy, Member Ebej P. Koshy
6. Mr. Justine Joseph, Member Justine Joseph
7. Mr. Roby Mathew, Joint Coordinator Roby Mathew
8. Mr. Thomas Sebastian, Office Superintendent Thomas Sebastian
9. Mr. Suby Isaac, Industry Expert Suby Isaac
10. Mr. Roshan Paul, Alumni Representative Roshan Paul
11. Ms. Anaku Jose, Student Representative Anaku Jose
12. Mr. Sigumon M.K., Local Body Representative Sigumon M.K.

Dr. Joseph George

Co-ordinator

Dr. Saju M. Sebastian
Principal

Action Taken

2019-20 (33)

The meeting of IQAC was held in the Conference Hall on 22 October 2019. The Principal, Dr. Sajū M. Sebastian presided over the meeting and Dr. Joseph George, IQAC Co-ordinator welcomed the members present in the meeting. The following decisions were taken in the meeting:-

- 28/34 1. To increase the paper publications and paper presentations in National and International Conferences, faculty members should be prompted to do more.
- 29/34 2. To organise a seminar on Intellectual Property Right this academic year itself.
- 30/34 3. To arrange a presentation of each criterion in the AQAR by the Criterion Heads accompanied by team members for discussion and analysis.

The meeting concluded at 3.30 pm. The following members

were present in the meeting:-

1. Dr. Sajū M. Sebastian, Principal Sajū M. Sebastian
2. Fr. Libin Veliyaparambil, Management Representative Libin
3. Dr. Joseph George, Co-ordinator Joseph George
4. Mr. Roby Mathew, Joint Co-ordinator Roby Mathew
5. Dr. Roy Sebastian K., Member Roy Sebastian K.
6. Dr. Ebey P. Koshy, Member Ebey P. Koshy
7. Mr. Justine Joseph, Member Justine Joseph
8. Mr. Thomas Sebastian, Member Thomas Sebastian
9. Mr. Juby Isaac, Member Juby Isaac
10. Ms. Amalū Jase, Member Amalū Jase

Joseph George
Co-ordinator



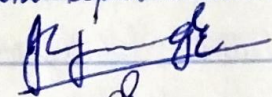

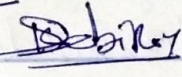
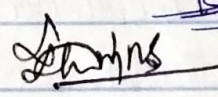
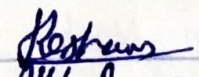
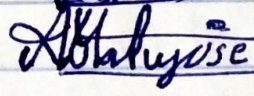

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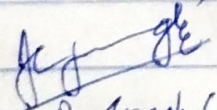
Sajū M. Sebastian
Principal

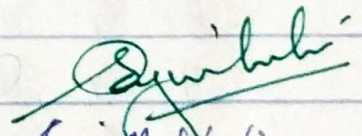
The meeting of IQAC was held in the Conference Hall on 29 November 2019 at 3 pm. Dr. Saju M. Sebastian presided over the meeting and Dr. Joseph George, IQAC Co-ordinator welcomed the members present in the meeting. The following decisions were took in the meeting:-

- 31/35 1. The Principal should assign the Alumni Co-ordinator to make arrangements to conduct the Annual Alumni Day as usual on 26 December.
- 32/35 2. To make arrangements to organize Chavara Memorial Talk.

The meeting concluded at 3.30 pm. The following members were present in the meeting:-

1. Dr. Saju M. Sebastian, Principal 
2. Fr. Libin Valiyaparambil, Management Representative 
3. Dr. Joseph George, Co-ordinator 
4. Mr. Roby Mathew, Joint Co-ordinator 
5. Dr. Roy Sebastian K., Member 
6. Mr. Thomas Sebastian, Member 
7. Mr. Roshan Paul, Alumni Representative 
8. Mr. Amal Jose, Member 
9. Mr. Sijumon M.K., Member 


Dr. Joseph George
Co-ordinator


Dr. Saju M. Sebastian
Principal

The meeting of IQAC was held in the Conference Hall on 16 January 2020 at 3 pm. Dr. Saju M. Sebastian presided over the meeting and Dr. Joseph George, IQAC Co-ordinator welcomed the members present in the meeting. The meeting took the following decisions:-

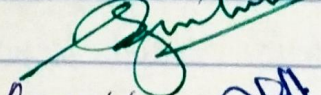

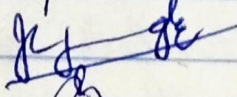

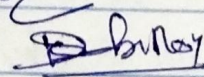
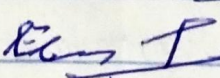
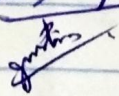
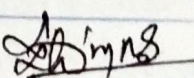
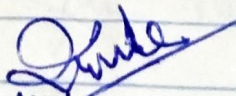
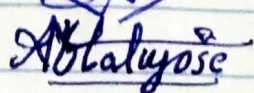
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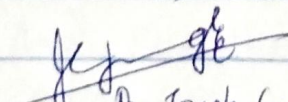
1. Self-defence training programme for girl students should be organised for women empowerment

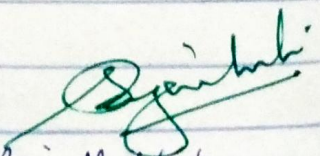
34/36

2. The Journal Publication Committee should be directed to take all necessary steps to publish Josephine Researcher by the end of the Academic year.

The meeting concluded at 3:30 pm and the following members were present in the meeting:-

1. Dr. Saju M. Sebastian, Principal 
2. Fr. Libin Valiyaparambil, Management Representative 
3. Dr. Joseph George, Co-ordinator 
4. Mr. Roby Mathew, Joint Co-ordinator 
5. Dr. Roy Sebastian K., Member 
6. Dr. Ebey P. Karby, Member 
7. Mr. Justine Joseph, Member 
8. Mr. Thomas Sebastian, Member 
9. Mr. Tuby Isaac, Member 
10. Ms. Amalu Jose, Member 


Dr. Joseph George
Co-ordinator

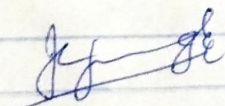

Dr. Saju M. Sebastian
Principal

The meeting of IQAC was held in the Conference Hall on 10 March 2020 at 2:30 pm. Dr. Saju M. Sebastian presided over the meeting. Dr. Joseph George, IQAC Co-ordinator welcomed the members present in the meeting. The meeting expressed gratitude to retiring Principal, Dr. Saju M. Sebastian, for his valuable contributions to IQAC as well for the services he rendered for the past decades for enhancing and supporting quality initiatives internal and external to the Campus. The meeting took the following decisions:-

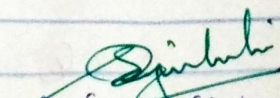
- 35/37 1. Faculty members should be encouraged to undertake online Certificate programmes through Swayam or Coursera platform during the period of lockdown.
- 36/37 2. To proceed with the initiative of Authorities of College to enter into an agreement with Coursera platform to offer online courses free of cost to registered faculty and students during the period of lockdown.
- 37/37 3. To discuss further the contents to be uploaded for AQAR.

The meeting concluded at 3:30 pm and the following members were present in the meeting:-

1. Dr. Saju M. Sebastian, Principal
2. Fr. Libin Valiyaparambil, Management Representative
3. Dr. Joseph George, Co-ordinator
4. Mr. Roby Mathew, Joint Co-ordinator
5. Dr. Roy Sebastian K., Member
6. Dr. Ebeey P. Koshy, Member
7. Mr. Justine Joseph, Member
8. Mr. Thomas Sebastian, Member
9. Mr. Sijumon M.K., Member
10. Ms. Amal Jose, Member

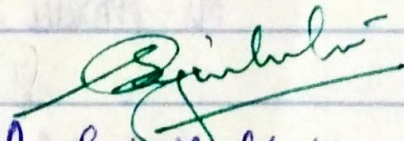


Dr. Joseph George
Co-ordinator


Dr. Saju M. Sebastian
Principal

Action Taken:-

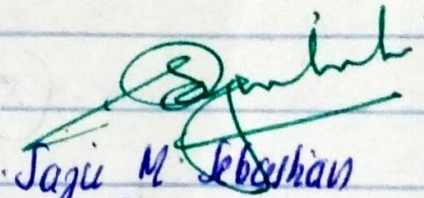
1. The Principal assigned Staff Secretary to make arrangements for organizing the Orientation Programme.
2. The Principal gave direction to the Department of Physics and Department of Commerce to take steps to start ad-on-course in related areas.
3. An Internal Audit Committee with Mr. Pramod Joseph and Anju P. Mathews as auditors is constituted after discussions.
4. Dr. Jashy Varghese is assigned to co-ordinate the Orientation Programme for first year UG students when their class begins.
5. All Head of the Departments were informed to make arrangements to organize Bridge Courses of 2-3 days.
6. It is decided to arrange life guidance seminar on every first Friday of each month under the co-ordination of Dr. Jashy Varghese.


Dr. Saju M. Sebastian
Principal

Action Taken:-

2019-20 (33)

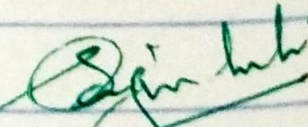
1. The programme Officers of NCC and NSS are directed to do the needful along with the students and with the association of local community to overcome the hardships connected with probable calamities.
2. The Co-ordinators of NWS & SSS programme are directed to prepare a panel of external mentors.
3. The teacher-in-charge is directed to update the contents in the website and the request for upgradation of website is placed before the Financial Administrator


Dr. Jagu M. Sebastian
Principal

Action Taken:-

2019-20 (34)

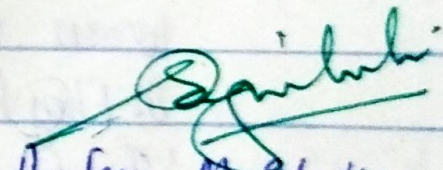
1. The Head of the Departments are directed to prompt the faculty in the Department to engage more in paper publication initiatives
2. The Head, Dept of English is directed to take initiative for arranging Seminar on IPR.
3. The date for presentation is scheduled after discussion with AQAR Heads for presentation.


Dr. Soju M. Sebastian
Principal

Action Taken:

2019-20 (35)

- 1- The Alumni Co-ordinator, Dr. C.T. Francis is directed to make arrangements for alumni meeting.
- 2- Dr. Jasby Varghese is directed to arrange resource person for Chavara Talk.


Dr. Saju M. Sebastian
Principal

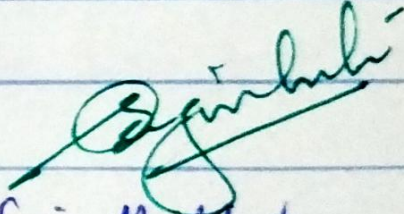
Co-ordinator

Principal

Action taken:-

2019-20 (36)

1. NSS programme officer is directed to arrange session for girl students on women empowerment
2. Dr. Ebey P. Karby & Jase James are directed to speed up the steps for publishing 'Josephine Researchers' the academic year itself.


Dr. Sagü M. Sebastian
Principal

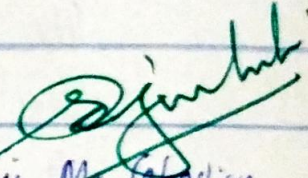
Action taken:-

2019-20 (37)

1. All the member faculty are directed to do online Certificate courses of SWAYAM and in Coursera platform.

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2. The Financial Administrator promised to do the needful for free registration in Coursera Platform.
3. A discussion with Criterion Heads arranged to review the contents.


Dr. Saju M. Sebastian
Principal.