

2nd June 2017. IQAC Meeting

Time - 2.30 pm

Venue Principal Chamber.

Members attended:

1. Dr. K. Y. Benedict
2. Dr. A. John
3. Dr. T. P. Jones
4. Dr. Guby Cerevasyher
5. Dr. John John
6. Dr. Bindu B.
7. Dr. Jayi Varghese
8. Mrs. Deepthi Elizabeth Mathew
9. Dr. Anny A. S.
10. Mrs. Shiny Jacob
11. Mrs. Neena Thomas
12. Mrs. Shalini S.
13. Mr. Nadanir G. P.

The meeting started with a silent prayer. IQAC Co-ordinators Dr. Bindu B. extended a welcome to members present. Principal Dr. K. Y. Benedict addressed the gathering and enformed the agenda.

Agenda:-

- * Quality Initiatives for the year
- * Student Support Programs
- * International Seminar

The Committee decided to coordinate various programs to lead the college in its march towards progress.

The vital one in this regard is to conduct an International Workshop Seminar by the end of this academic year.

The Next importance was given to Faculty Development programs. Faculty members should be encouraged to attend various Short Term courses e-content development programs. A Training program should be conducted on preparation of e-content during the year.

Student exchange programs must be formulated on trans-national basis if possible.

Various Clubs and Cells programs must be formulated for this. Students leadership qualities in club meetings should be done properly. Guardian Angel program should be continued.

Ample preparation should be done for the practice teaching sessions. The preparation of lessons

transcripts, development of teaching competencies and various skills should be given prime importance.

Environment related programs should be given importance. Steps should be taken for the preservation of Medicinal Garden.

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Dr. Anshu B

3rd July 2017 - IOAC Meeting.

Time 2.30 p.m.

Venue Principal Chamber.

Members attended:-

Dr. K. V. Benedict
 Dr. Guby Georgevarughese
 Dr. Jose P. P.
 Dr. Josu Johns
 Dr. Bindu B.
 Dr. Maya S.
 Mrs. Deepthi Elizabeth Mathew
 Dr. Anny A.S.
 Dr. Neena Thomas
 Mrs. Shirey Jacob
 Mrs. Shalini S.
 Mrs. Nadamini J. P.

Agenda of the Meeting:

- * Inauguration Ceremony of New B.Ed batch
- * Organising an Open Forum on Teach R Document.
- * Plan of Action 2017-18.
- * On Going Admission Procedure.

The Meeting started with a silent prayer. The IOAC co-ordinators extended a welcome to the gathering. Principal addressed the participants.

Agenda of the meeting was brought forward. A detailed discussion was held on the day about the Teacher Document submission initiated by NCTE. It was decided to conduct an open forum on the topic inviting participants from nearby training colleges. The movement was identified as the need of the hour. Tie up with national organisation was also sought for.

The second item for discussion was preparation of an Action plan for the coming year after the commencement of classes.

Principal urged the staff members to actively co-operate for the admission procedure. The admission Committee was assigned the duty.

Action taken Report :-

Day	Event
21.7.2017	New batch Admissions.
22.7.2017	Open Forum on Teacher
27.7.2017	New batch of B.Ed Students arrived.

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Dr. Bichit

IOAC Report for August 2017.

3rd August 2017.

Time - 2^o clock.

Venue - Principal's Chamber.

Members attended:-

Dr. K. Y. Benedict.

Dr. Gihy Crevasanugha.

Dr. Jiju John

Dr. P. Indu. B.

Dr. M. Jaya S.

Dr. Anny. A. S.

Dr. Neena Thomas

Mrs. Shirey Jacob.

Mrs. Shalini S.

Mr. Nadanine. J. P.

Agenda:-

Independence Day Celebrations.

Completion of Curricular requirement

Onam fest / Talent Hunt.

Literary fest. and other programme.

The Meeting started with a silent prayer. The IOAC co-optimalion welcomed the gathering. The Principal addressed

The gathering and called upon the faculty members for their active participation in the fulfilment of various activities. The key areas discussed are with regard to completion of curricular requirements for the time being for both B.ed and 1st ed.

It was decided to organise a week long Talent Hunt for the B.ed students on the coming week as one option per day in the afternoon session.

The Independence day celebration should be organised in the college on the same day.

The B.ed students should give opportunity for social visit. It was decided to take the students to Shalom's special school. The Onam festival should be conducted on the college as usual on the day of college closing.

Action Taken:

Day	Event
11.08.2017	Talent Hunt
15.08.2017	Independence day celebration
22.08.2017	Visit to Shalom's
30.08.2017	Onam fest

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 Do. B. B.

IQAC September 2017.

3rd September 2017.

Time - 1:30 p.m.

Venue - Principal's Chamber

Members attended:

Dr. K. V. Benedict.

Dr. Biby Ceevarughese

Dr. Jaji John

Dr. Benu B.

Dr. Jitaya J.

Dr. Laji Varghese.

Dr. Anny A.S.

Dr. Neena Thomas.

Mrs. Deepthi Elizabeth Mathew.

Mrs. Shalini E.

Mrs. Nardamine J.P.

Agenda of the Meeting:-

* Arts and Sports Competition of the year.

* Co-curricular activities

* Health awareness programs.

The meeting started with silent prayer. IQAC Co-ordinator's welcomed the audience. Principal Dr. K. V. Benedict addressed the gathering.

Item No. 1

The first item taken for discussion was the preliminary action to be taken for the smooth conduct of Annual Arts and Sports fest.

Dr. Jose. P. P. was in charge of Physical Education and Staff adviser. will be in charge of Annual Arts fest.. Literary fest should be conducted in two weeks prior to arts fest in order to publish the results on the final day of the fest.

Item No. 2 An awareness program on Swatch Bharath should be conducted as the concept is gaining momentum at this time.

Item No. 3. The various aspects of health education should be imparted to students as well as family members and the meeting decided to conduct an awareness program on the Need for Healthy Heart.

Decision taken

Date	Event
19 Sept. 22nd Sept.	Literary fest.
22nd Sept	Awareness program on Swatch Bharath. Discussion.
27 September	Street play on Awareness on the need for preserving a healthy heart.

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Dr. B. B.

I Q A C October
 September 2017.

1st October 2017.

Time - 1:30 p.m.

Venue - Seminar Hall.

Dr. J. Y. Benedict.

Dr. Cihy Coovaynghe

Dr. Jaji John

Dr. Baidu B.

Dr. Laji Varghese

Dr. Arney A.S.

Mrs. Deeptha Elizabeth Mathias.

Dr. Neena Thom

Mrs. Shiny Jacob

Mrs. Shalini S.

Mrs. Nadanire J. P.

Main Agenda:-

* Grandhitha Jayanthi Celebration

* International Teacher's Day
 Swatch Bharath Session

* Annual Intercollegiate
 Badminton Competition

* Future prospective teachers
 Contest Sparky.

* Division Awards Lero waste

- * Heart Day
- * Ezhuthachan Memorial Pottu Collegiate Quiz
- * Asle fest
- * Long tours
- * Asle and Aesthetic Workshop
- * Upcoming International Seminar at Kouvalla
- * Kerala Day Celebrations of next month

The meeting started with a prayer. Principal Dr. S. V. Benedict initiated the discussion and ask the faculty members to complete the requirements in a war footing manner.

The main points for discussion are

① Gandhi Jayanthi celebration which is to be commenced from the next day onwards. followed by International Teachers day. English optional came forward to organise the programs. Along with this the national concept of Swachh Bharath mission need to be emphasised and strengthened in the minds of future citizens for which awareness

Programme should be conducted.

The Intercollegiate competitions usually conducted by the college such as Intercollegiate Quiz Competition, Ezhuthachan Memorial Sahitya Quiz, Intercollegiate Badminton Competition, Prospective Teacher Competition etc should be conducted in the month of October.

The annual long jump for third-semester students should be conducted as per action plan schedule. As per decision taken earlier Hyderabad was chosen as the picnic spot.

A workshop on Arts & Aesthetics should be conducted for students and teachers should be promoted for attending three day International Seminars at Purnvalla Teacher Training College at Purnvalla.

Action taken Report

- | | |
|------------|----------------------------|
| 2.10.2017 | Candle Dayathi Week |
| 5.10.2017 | International Teachers Day |
| 6.10.2017 | College level Badminton |
| 9.10.2017 | Sparkz |
| 11.10.2017 | music towards zero waste |
| 10.10.2017 | Ezhuthachan memorial Quiz |
| 12.10.2017 | Arts fest |
| 16.10.2017 | Hyderabad tour |
| 19.10.2017 | Arts & Aesthetics tour |
| 29.10.2017 | ETE Seminar at Purnvalla |
| 1.11.2017 | Kerala Day Celebrations |

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Dr. [Name]

IOAC November 2017.

1st November 2017.

Time - 2.30 p.m

Venue - Seminar Hall.

Dr. K. V. Benedict

Dr. C. V. Coorvaraghara

Dr. Jose P. P.

Dr. Jaji John

Dr. Bindu B

Dr. Laji Varghese.

Dr. Arney. A. S

Mrs Deepthi Elizabeth Mathur.

Mrs Shireen Jacob.

Mrs Shalini S.

Mr. Nandanam J. P.

Agenda of the Meeting.

- * Sparkz.
- * project presentation
- * Musical Fiesta.
- * DRISHYAM.
- * Club formation
- * Monthly Social.

The meeting started with silent prayer. The IOAC - Co-ordinator's extended a welcome to the participants. Principal addressed the audience.

The main items dealt are the project presentation of B.Ed third semester students.

The monthly social-emersionment / Green program should be conducted.

The Children's Day Celebration will be conducted on 14th November. Children's film fest, competition on short film documentary should be conducted on the same day inviting participants from nearby school.

The annual duties should be assigned for the faculty members for the formation of different clubs and cells.

Action plan taken:

Day	Event
5.11.2017	SPARKZ
8.11.2017	Project presentations.
9.11.2017	Massical fiesta.
14.11.2017	Drishyam.
18.11.2017	Club formations
24.11.2017	Monthly social

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Dr Bindu B.

IOAC December 2017.

1st December 2017.

Time - 2.00 p.m
Venue - Seminar Hall.

Members attended

- Dr K. Y. Benedict.
- Dr Biby Buvavughere
- Dr Jiju John
- Dr P. B. B.
- Dr M. S.
- Dr Raji Vasghere
- Dr Anny. S.
- Dr. Deeptha Elizabeth P. P.
- Mrs. Sherey Jacob.
- Mrs. Shalini. S.
- Ms. Nadanini. S. P.

Agenda of the Meeting :-

- * Union Inauguration
- * PTA Meeting.
- * Inauguration of LMS
- * Christmas Celebrations.

The meetings started with silent prayer. The IOAC Co. ordinator extended a welcome to the participants. The Principal initiated the discussion.

New Staff member was assigned duty for student support activity as the new college unions will come into effect from this month. Mrs Shiny Sawb was assigned the duty of Staff Advisor for the year.

The annual PPA Meeting should be conducted in the month of December. Parents should be invited to have an open forum to express and share their opinions and views.

The Christmas celebrations for this year should be conducted on the closing day. It was decided to create the LMS Bazaar to college.

Action taken:

Day	Date	Event
	8.12.2017	Union Inauguration
	11.12.2017	Chris PPA Meeting
	17.12.2017	LMS creation
	22.12.2017	Xmas Celebration

Benji

Benji B

Dr Binchi B

103C January 2018

3rd January 2018

Time: 2:30 p.m.

Venue: Principal's Chamber

Members attended:

- Dr. H. V. Benedikt
- Dr. Jones P. P.
- Dr. Emily Benavarghese
- Dr. Leja John
- Dr. Jayudu B.
- Dr. Raji Varghese
- Mrs. Deepthi Elizabeth Matha
- Mrs. Shireen Davle
- Dr. Amy A.S.
- Dr. Maya E.
- Dr. Neena Thomas
- Mrs. Shalini B.
- Ms. Nodanice T. P.

Agenda of the Meeting

The opening activities
Spell B Competition

Parents Teachers

Academic Night from foreign - Howsony
10 E F E L Arcasenera
THEOSA FEST.
Republic day Celebrations

The meeting started with silent prayer. The principal addressed the participants and extended new year greetings to all members.

It is advised to conduct spell B competition for the students. Tutorial Teaching sessions should be arranged properly. All students must be given provision for taking two classes on various skills.

It was decided to invite foreign students for an academic sharing process. Foreign students exhibited their write ups and demonstrate their scholarly findings. Students and faculty members from ELON University USA part to

The Annual THEOSA fest, alumni meet is to be conducted on second Saturday of January. The Republic day celebrations should be conducted on the same day.

Action taken

Day	Event
10.01.2020	Deaf assembly
13.01.2020	THEOSA fest
26.01.2020	Republic day

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Dr. Bindu B

1 & 3 C February 2018

2nd February 2018

Venue Principal's chamber
Time: 2^o clock

Members attended:

Dr. H. Y. Benedict
 Dr. P. P. Jon
 Dr. Cuby Brewasughe
 Dr. Jozil John
 Dr. Bander B
 Dr. Maya S
 Dr. Laji Varghese
 Dr. Aney A S
 Mrs. Deepthi Elizabeth Mathew
 Mrs. Shirey Jacob
 Dr. Neena Thomas
 Mrs. Shalini S
 Mr. Madanine J. P.

Agenda of the Meeting:

- * Holy Mass
- * Health Awareness program
- * School production program
- * Critics classes / Round table
Literary Condore
- * Eduscape Exhibition
- * Cricket Tournament

* National Science Day.

The meeting started with a silent prayer. The members were called to do various academic initiatives for the month of February 2018.

The key areas to be dealt with are the upcoming National Science Day. Demonstration and criticism classes should be continued in these months. A day must be conducted in the first week of February. School production programs to be organised. Students should be promoted to come and organise an exhibition of their models and charts useful for practice teaching.

Crickit tournament and awareness programs on self defence programs and health awareness programs.

Action taken report -

05.02.2018	School production
09.02.2018	
15.02.2018	Round table literary Conclave
14.02.2018	Edscape Exhibition
21.02.2018	Crickit Tournament
26.02.2018	National Science day

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Dr. Bindu D.

103C March 2018

2nd March 2018
2^o clock.

Principal's Chamber.

Members attended-

Dr. K. V. Benedict
 Dr. Billy Bewarughe
 Dr. John John
 Dr. Bendo B.
 Dr. Maya S.
 Dr. Daji Varghese
 Dr. Arney. A.S.
 Mrs. Deepthi Elizabeth Mathew
 Mrs. Shirey Jacob
 Mrs. Shalin S.
 Dr. Neena Thomas
 Ma. Nadarin. S.P.

Agenda of the Meeting.

* Awareness programs

* Retreat

* International Women's Day

* One day zone

* Awareness programs -

* College day

* Jit's fest

- * Passing out
- * University Youth festival.
- * Start up opportunity training
- * Campus Interviews.

The committee decided to conduct the above said programs for the students in an efficient manner. duties were assigned to all staff members in connection with this.

Action taken

Day	Event
06.03.2020	Retreat
08.03.2020	International Women's Day
09.03.2020	College fairs
13.03.2020	Awareness on Cyber Crime
15.03.2020	film fest / college day.
19.03.2020	Passing out
21.03.2020	University Youth festival
28.03.2020	Start up training program

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Dr. Baidya B

3rd April 2018.

Venue: principal's Chamber.

Time: 10^o clock.

Members attended

Dr. J. V. Benedict

Dr. P. P. Fox

Dr. Cibly Cressaughan

Dr. Joyal John

Dr. Dandu B.

Dr. Maya S.

Dr. Lgn Varghese

Mrs. Deepthi Elizabeth Matho

Mrs. Shireen Jacob

Dr. Anny A.S.

Dr. Neena Thomas

Mrs. Shalini S.

Mrs. Nadanir - J.P.

Agenda:-

* Campus placement opportunities

* Two year B.Ed Curricula
Review Meeting

* Community Living Camp.

The meeting started with a silent prayer. B.A.C. Co-ordinators

welcomed the audience. Principal wholeheartedly thanked all faculty members and IQAC Co-ordinator for effectively implementing various initiatives in the Institution.

* More opportunity must be provided for campus placement for students.

* A Review meeting of the Two year B. Ed Curricula should be organised in the college in association with Board of Studies University of Kerala.

* Community Living Camp for the students should be organised during summer vacation period.

~~18/3/21~~

B. B.
Dr. Bindu B.