

MINUTES OF IQAC MEETING

Date: 9th June 2017

Time: 10.00am-5.00pm

Members present were

- Prof. Dr. Jaya Kuruvilla
- Prof. Wilma Valsalan
- Prof. Jacintha Lobo
- Prof. Shubhangi Pangam
- Asso. Prof. JacinthaFernandes
- Asso. Prof. Siman Xavier.
- Ms. Reena DSouza
- Ms. Savita Raut
- Ms. Meghna Shirke
- Ms. Seema Samudre.
- Ms. Pooja Nair
- Ms. Dakshata Nijai.

Signature of IQAC Secretary

Signature of Principal

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Date: 9th June 2017----Criterion wise Action plan developed as follows;

SN	CRITERION	ACTION PLAN
1	VII – Innovations and best practices	<ul style="list-style-type: none"> ✓ Draft of code of conduct ✓ Draft of Best practices – One best practice will be selected for QIF rating ✓ Discussion of 7.2.1 & 7.3.1 in steering committee meeting
2	VI – Governance, Leadership & Management	<ul style="list-style-type: none"> ✓ Perspective plan ✓ Recruitment process & faculty progression in website (PR Cell) ✓ NRIF (Madam Jacinta Lobo)
3	V – Student support & progression	<ul style="list-style-type: none"> ✓ Placement cell to be formed (SR) ✓ Alumni Registration ✓ Study analysis of drop out data (SP)
4	IV – Infrastructure & Learning resources	<ul style="list-style-type: none"> ✓ Open gymnasium ✓ Kala corner ✓ Herbarium
5	I – Curricular aspects	<ul style="list-style-type: none"> ✓ Curricular convention ✓ Shloka recitation ✓ Multi/Interdisciplinary course – steering committee discussion (Counseling Cell)
6.	Criterion II teaching learning	<ul style="list-style-type: none"> ✓ Audit admission process ✓ Analysis of best practices ✓ Approval & feedback of learning outcome ✓ Schematic representation of feedback analysis ✓ Faculty & student exchange
7	Criterion III Research, extension & facilities	<ul style="list-style-type: none"> ✓ Drafting of research policy ✓ Research reflection ✓ Research meet ✓ Research proposal writing for teachers and PG students ✓ Research fund to be shown as this year's recommendations for department ✓ Excel sheet of utilization of research fund ✓ Operational research ✓ Explore Author aid for GCP ✓ International fellowship for advanced studies ✓ Intellectual property rights (IPR)& incubation center ✓ Start up for Performa development ✓ One research to be conducted by department for the grant
Meeting got adjourned.		

Prof. Dr. Jaya Kuruvilla
Principal & Chairperson