

Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on 13.12.2018

A Meeting of Internal Quality Assurance Cell of Pavanatma College, Murickassery, Idukki, was held on 13/12/2018 in the IQAC Room at 3.00 PM. Dr. Johnson V., IQAC Chairperson, presided over the function. The agenda of the meeting:

1. Review of the decisions of previous IQAC meeting.
2. AQAR submission
3. Proposed MIS
4. Relevant Quality Issues

Meeting started at 3.00 PM with prayer followed by the presidential speech. The major proceedings and decisions are:

1. The meeting reviewed that the decisions taken in the previous meeting have been implemented and that the functioning of IQAC is effective in ensuring the overall institutional quality.
2. Dr. Saji Joseph, IQAC coordinator has presented the progress of works done so far with regard to the preparation and submission of AQAR for 2015-16, 2016-17, and 2017-18. The meeting has made remarkable positive comments on the progress.
3. Dr. Saji Joseph, IQAC coordinator has presented the progress of management information system software to be implemented. The meeting appreciated the efforts of IQAC in this regard.
4. A workshop on ICT enabled teaching be organised in December itself. Mr. Bineesh Jose is entrusted with this task. The tentative date of workshop is suggested as 14/12/2018.

There being no further business, Dr. Johnson V. declared the meeting adjourned by unanimous consent.

Members Present:

No.	Name of the Member	Designation with Department
1	Dr. Saji Joseph	Associate Professor of Physics (Co-ordinator)
2	Dr. Bennichen Scaria	Assistant Professor of Malayalam
3	Saji K. Jose	Associate Professor of Chemistry
4	Sijo P. George	Assistant Professor of Mathematics
5	Dr. Jobi John	Assistant Professor of History
6	Dr. Domini VA	Associate Professor of Commerce
7	Deepa Thomas	Assistant Professor of Economics
8	Jins Mathew	Assistant Professor of Commerce
9	Molly MA	Assistant Professor of English
10	Dr. James Punnaplackal	Management Representative
11	Anoop Joseph	Assistant Professor of Commerce
12	George Thomas	Senior Administrative officer
13	Dr. Johnson V.	Principal