

Minutes of the meeting of Internal Quality Assurance Cell (IQAC)

A Meeting of Internal Quality Assurance Cell of Pavanatma College, Murickassery, Idukki, was held on 19/02/2019 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. College Day
3. Review of Internal examinations for UG and PG
4. Collection of feedback by CPIC
5. Thanksgiving day
6. 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. Meeting appreciated again the efforts made by the ICT team for conducting the workshop for faculty on Google Apps. It is concluded that the workshop was effective to gain new levels of thinking.
3. It is decided to conduct college day celebrations in the month of February itself. College union and staff advisor are entrusted with this task. All staff members shall be on duty on the celebration day for ensuring discipline and decorum.
4. Discussed the effectiveness of the ICT workshops conducted in January and February 2019.
5. Meeting reviewed the conduct of internal examinations of even semester for UG and PG programmes and appreciated the work done by internal examination committee.
6. It is emphasised that:
 - The departments shall prepare evaluative reports and email the same to IQAC.
 - The CPIC shall collect the feedback from faculty and departments on curriculum implementation.
 - The thanksgiving day shall be observed in March 2019.

There being no further discussions, 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	Dr. Johnson V.	Principal