

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 29/01/2019 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. AQAR submission
3. Conduct of Internal examinations for UG and PG
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 announced the submission of AQAR for 2015-16, 2016-17, and 2017-18. The meeting has made remarkable appreciation.
3. Meeting appreciated the efforts made by ICT team for conducting the workshop on ICT enabled teaching and learning and Google Scholar.
4. It is decided to conduct internal examinations of even semester for UG and PG programmes by the month of February itself. The internal examination committee headed by Sri. Saji K Jose is entrusted with the task.
5. More ICT trainings and workshops be organised this year. As an initiative, seminar on google apps be organised in February 2019.

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