

## **Minutes of the meeting**

**2014-2015**

The meeting of IQAC was held on 29<sup>th</sup> September 2014, Monday at 2:15 PM in the conference hall of the college.

### **Agenda**

- 1.Review on NAAC visit.
- 2.Composition of IQAC.

### **The following were present in the meeting.**

1. Dr. Fr. Paul Joseph Thymootil
2. Dr.Subramanium C.
3. Dr.Ashim Ranjan Sarkar
4. Dr.Anita Nair
5. Dr.Aruna Pillay
6. Mrs. Siji Jestus John
7. Mr.Rahul Patel
8. Ms.Anupama Sharma
9. Mrs.Ranjeeta Tiwari Mishra
10. Ms.Moumita Roy
11. Mr.Togy Varghese
12. Mrs.Meena Aharwal

### **The following issues were discussed in the meeting.**

- 1.The NAAC peer team visit review has been done.
2. Discussed the areas to be improved.
3. Faculties are informed to focus more on research activities.
4. Publishing the Journal to encourage the faculty to publish their research papers .
5. Composition of IQAC cell has done. Selected the members of IQAC.

## **Action Taken Report**

### **IQAC meeting held on 29th September 2014**

To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken.

<b>S.No</b>	<b>Decision</b>	<b>Action taken</b>
1	Composition of IQAC	IQAC cell formed
2	To motivate the staff to involve in research activities	Publishing the International peer review journal 'Shodh Darpan'
3	Review of NAAC team visit	Analysis done in different departments

This report is to be presented in the next IQAC meeting for its approval and feedback.

**IQAC Co-ordinator**

**Mrs. Siji Jestus John**

**Asst. Professor (Dept. of CS & IT**

**Chairperson of the IQAC**

**Dr. Fr. Paul Joseph Thymootil**

**Principal**