



ST. TERESA'S COLLEGE, ERNAKULAM (Autonomous)

College with Potential for Excellence

Re- Accredited by NAAC in the 4th cycle with grade A++

IQAC Meeting

Minutes of the Meeting dated 6 July 2021

The first meeting of the IQAC of the College for the academic year 2021 -22 was conducted online on 6th July 2021, Tuesday, through Google Meet. The Principal, IQAC coordinator along with the Criteria heads attended the meeting to review the activities of 2020-21 and to discuss the action plan for each criterion in the year 2021-22.

Dr. Kala M S, IQAC Coordinator welcomed the gathering and welcomed the newly appointed criteria heads, Dr. Mary Liya, Joint Coordinator of IQAC, in Criterion IV and Dr. Lebia Gladis N P in Criterion VI.

Dr. Lizzy Mathew, the Principal, in her opening remarks pointed out the importance of conducting regular meetings and detailed planning to understand our strength and weakness. She also congratulated IQAC on the efforts and initiatives taken up last year. The Academic and Administrative Audit formulated by the Principals' council is to be conducted this year, for which the college has already registered. She stressed the need for improving the Research Consultancy and extension of the college, which identified as our grey areas.

Dr. Ushamani M, Head of Criterion I - Curricular Aspects, briefed about the activities of last year with a presentation. The last year's achievements included OBE implementation for UG 1 and 2 semester, OBE implementation in Paramarsh Colleges, updation of software for OBE in Digna Portal, Structured feedback analysis on curriculum, monitoring of add-on courses offered etc. The action plan for the current year included OBE implementation in UG 3 and 4 semesters, implementing value-added courses in all departments, OBE – Consultancy and MoU, updation of Software for calculating the outcome attainment based on ISA and ESA and structured feedback mechanism on curriculum in Digna software. The discussion which followed, concluded that the add-on courses offered by the college will be decided by the IQAC in consultation with the Manager Dr. Sr. Vinitha. Also it was mentioned that the curriculum team should look into matters like syllabus revision- courses with focus on employability and entrepreneurship, integration of cross cutting values and professional ethics into the curriculum and monitoring of field projects and internships conducted.

Dr. Usha Nair, Head, of Criterion II-Teaching, Learning and Evaluation spoke about the achievement of last year i.e. the initiation of The Teaching Learning Centre, and various programmes including FDPs and Student Development Programs conducted under it and the consultancy amount generated. She spoke about the proposal for an Online Foundation Course, to be offered to all 1st UG students, covering the core levels of the programme, which will help to identify the slow and advanced learners. As part of the action plan, they have designed an online course for the newly appointed faculty, on digital platforms of the college and basic ICT Tools, Spoken Tutorial Program in collaboration with IIT Mumbai for both students and teachers and Discipline specific FDPs. The team is currently working on a



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beginner's course for students to implement basic skills on facing online assessments.

The Head of criterion III - Research, Innovations and Extension, Dr. Latha Nair, briefed about the activities of last year which included sponsored projects and consultancies, FDP on capacity building for funded research and computer skills, courses offered on copyright and plagiarism check, and close monitoring to strengthen course work programmes. A certificate course on constitutional rights to promote legal literacy among women sponsored by TRAAC was conducted and as part of the action plan, the course is to be implemented in all departments. The main focus of the year include improving the research projects in Self Financing departments, MARG, Individual teachers' consultancy, creating a research ID for all teachers and conducting a research audit in departments. The feedback from the other criteria heads was that there should be motivating measures, like incentives, from the college for the teachers in SF departments for publishing papers and plagiarism checking software to be installed in the library.

Dr. Mary Liya, Head of criteria IV - Infrastructure and Learning Resources conveyed the main focus points of the team, i.e. improving the physical facilities, Library enhancement-completion of database, Improving IT infrastructure, Campus Facilities and Improving the Internet connectivity of the college.

Dr. Alphonsa Vijaya, Head of Criterion V - Student Support and Progression, presented the previous year's achievements in a PPT. She presented the data of Government and institutional scholarships received last year, placement activities and progression to higher studies. Last year's achievements, also included capability enhancement activities, career development programmes, grievance redressal mechanism under UGC guidelines and alumni contribution for sumanasu and covid funds. She also discussed on the action plan on each question in the criteria, like helpdesk for students regarding scholarships, one department-one students challenge to enhance scholarships and freships, creation of email id for online submission of grievances, targeted training programmes addressing career aspirations, online alumni bazaar etc.

The newly appointed head of criterion VI- Governance, Leadership and Management, Dr. Lebia Gladis N P spoke about the achievements of last year like Project Sumanasu and orientation and induction programmes organized for teachers and non-teaching staff. For the action plan, she spoke about the team's initiatives on each question in the criteria. The plan is to continue the Sumanasu project this year and special focus will be given to the centenary plans and celebrations. Other initiatives included e-governance, sessions on stress management for the faculty and sale of homemade and cultivated products by the teaching non-teaching staff and students. She pointed out that there is a lack of college funds and hence new projects had to be initiated to increase funds. The feedback suggested that a welfare fund should be created for the teachers in self-financing departments as well as the non-teaching staff. Also, a co-operative society should be set up in the college for all the staff. Due to the issues that occurred last year concerning students' concession in fees, a

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forum should be created to announce the concessions provided, and provide awareness among the students and non-teaching staff.

Dr. Susan Mathew Panakkal, head of criterion VII- Institutional Values and Best Practices presented the action plan through a power point presentation. She spoke about the team's initiatives like day care center for young children, to draft an Annual gender sensitization action plan as well as a well-documented guideline for waste management. Introduction of energy efficient equipment in the campus, implementation of water recycling methods and green campus initiatives were the other points in the action plan.


The meeting ended with a vote of thanks by Dr. Kala M.S. She acknowledged the teachers' efforts and innovative ideas put forward by each team every year and said that it is the reason why our college is rising to the top.


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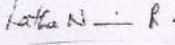
1. Dr. Lizzy Mathew, Principal, St. Teresa's College, Ernakulam 


2. Dr. Kala M S, IQAC Coordinator, St. Teresa's College, Ernakulam 


3. Dr. Ushamani M, Head of Criterion I & IQAC Joint Coordinator 

4. Dr. Mary Liya C. A., Head of Criterion IV & IQAC Joint Coordinator 

5. Dr. Usha Nair, Head of Criterion II 

6. Dr. Latha Nair R, Head of Criterion III 

7. Dr. Alphonsa Vijaya Joseph, Head of Criterion V 

8. Dr. Lebia Gladis N P, Head of Criterion VI 

9. Dr. Susan Mathew Panakkal, Head of Criterion VII 