



ST. TERESA'S COLLEGE, (AUTONOMOUS) ERNAKULAM

Re-Accredited by NAAC in the 4th cycle with grade A++ and CGPA 3.57
Ranked 41st in National Institutional Ranking Framework (NIRF2023)

IQAC meeting

Minutes of the meeting dated 04 January 2023

The fourth meeting of the IQAC during the academic year 2022-2023 was held on 4th January 2023 in the IQAC room. The IQAC coordinator, Joint coordinators and IQAC members were the participants.

The agenda of the meeting was to discuss

- The submission of NIRF 2023 data
- The conduct of NAAC Sponsored National Seminar
- The verification of promotion documents
- The submission of MHRD data

As per the discussion, the following decisions have been made.

- The data entering in the NIRF portal is completed except the scholarship part. The scholarship data is expected to obtain on next day. The submission of the NIRF 2023 data is scheduled on 6th January 2023.
- It was decided to extend the date of full paper submission for the seminar to 12th January 2023.
- It was decided to include students from IQAC student wing and Master of Tourism and Travel Management programme to the logistics team for the seminar. Certificates shall be provided to the student volunteers. The in-charges of IQAC Student Wing and MTTM Programme will be summoned to IQAC to intimate about the decision and explain the requirements.
- Sponsorship from FACT (Fertilizers and Chemicals Travancore Limited) and BPCL (Bharat Petroleum Corporation Limited) has been confirmed for the seminar. Their banners have to be displayed at the seminar venue as notified in the approval letter.
- The promotion documents of three faculties from department of Home Science will be checked by Dr. Kala M. S. (IQAC Coordinator) and Dr. Ushamani M. (IQAC Joint Coordinator). The candidates should submit the draft document to the IQAC a week

before the interview. The documents will be checked and corrections will be communicated.

- The MHRD Survey Data collection portal is open for uploading data. Dr. Mary Sruthy Melbin (IQAC Member) is in charge of the survey. IQAC will be providing the data available as per her request.

Read and approved by

1. Dr. Kala M. S., IQAC Coordinator
2. Dr. Ushamani M., IQAC Joint Coordinator
3. Dr. Mary Liya C. A., IQAC Joint Coordinator
4. Dr. Saritha Chandran A., Head of Criterion II
5. Dr. Sajitha Kurup, IQAC Member
6. Dr. Mary Sruthy Melbin, IQAC Member
7. Dr. Helvin Vincent, IQAC Member

Kala M. S.

Ushamani

Mary Liya C. A.

Saritha Chandran A.

Sajitha Kurup

Mary Sruthy Melbin

Helvin Vincent



Alphonsa Vijaya Joseph

Dr. ALPHONSA VIJAYA JOSEPH
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