



# KURIAKOSE GREGORIOS COLLEGE

Pampady, Kottayam (Dist.), Kerala. Pin – 686 502.

Office/Fax : 0481 – 2505212, Principal (Per.) : 2508212, Principal (Mob) 9446477459

All India 69<sup>th</sup> in NIRF Ranking 2018

**A Postgraduate Institution of the Malankara Orthodox Church with facilities of Arts, Science and Commerce**

**Dr. Mini Joseph**

Associate Prof. & D.D.O.

07.06.2023

## **Minutes of the IQAC meeting held on June 7, 2023**

### **Members present**

1. Dr. Mini Joseph (Principal in Charge)
2. Dr.M E Kuriakose (Management Representative)
3. Lt.Renish Joseph (Co-ordinator)
4. Prof. Preethy Saira Philip (Assistant Professor, Economics)
5. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
6. Dr.Anit Elizabeth (Assistant Professor, Physics)
7. Prof.Preetha Mathew (Assistant Professor, Mathematics)
8. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
9. Prof. Bini Maria Elias (Assistant Professor, Commerce)
10. Prof. Mahima Ann Abraham (Assistant Professor, Zoology)
11. Sri. Sabu C S (Office Superintendent)
12. Dr.Liz Gabriel (Alumni)
13. Mr.Jijo Joseph (Local Society Representative)
14. Mr. Raju Kurian (Industrialist)
15. Justin Joe Mathew (Student Representative)

### **Agenda**

1. Confirmation of the meeting held on 5<sup>th</sup> May 2023 and Action taken report
2. Academic audit for 2022-23
3. Action plan submission from departments and clubs
4. Academic Calendar



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5. Add on/Value added/certificate courses
6. Class diary and teachers' diary
7. Submission of Annual reports of departments and clubs
8. Submission of SSR
9. Any other matter permitted by the chair

The meeting started at 3.30 pm in the board room under the chairmanship of Dr. Mini Joseph, Principal in Charge. The meeting discussed the following matters in detail

1. The meeting confirmed the minutes of the previous meeting held on 05/05/2023
2. There was a discussion regarding the academic and administrative audit to be done for the year from 2022-23. It was tentatively scheduled on the third week of August.
3. Submission of action plans from departments and clubs are pending. It was decided to give direction to submit the same by June 15<sup>th</sup>.
4. College academic calendar should be prepared on or before June 31<sup>st</sup>.
5. Departments were asked to start new value added/add on/certificate courses for the new academic year. The list is to be submitted to IQAC by June 15<sup>th</sup>.
6. It was decided to distribute the teachers diary and class diary to all departments. HoDs to monitor the implementation of the same.
7. Annual reports of the remaining departments and clubs for the academic year 2022-23 to be submitted before June 10<sup>th</sup>.
8. Criterion committees were formed for the submission of the SSR. The following members were given the charge of different criteria.

Criteria I- Curricular Aspects -> Ms. Preethy Saira Philip

Criteria II- Teaching, Learning and Evaluation -> Dr. Anit Elizabeth



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Criteria III- Research, Innovation and Extension -> Dr. Thomas Baby.

Criteria IV -Infrastructure and Learning Resources -> Dr. Aleyamma George

Criteria V-Student Support and Progression -> Ms. Vinitha Varkey

Criteria VI- Governance, Leadership and Management -> Ms. Berly Sebastian

Criteria VII- Institutional Values and Best Practices-> Dr. Joy Thomas

9. Principal reminded the members about the submission of SSR and to begin the preparation for consolidation of criterion data.
10. The principal emphasized the need to prepare an institutional development plan for the next five years in line with the reforms introduced by New Education Policy.

**IQAC Co-ordinator**  
**Kuriakose Gregorios College**  
**Pampady**

**PRINCIPAL**

**DR. MINI JOSEPH**  
**Associate Professor & D.D.O**  
**Kuriakose Gregorios College**  
**Pampady, Kottayam 686 502**



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Associate Prof. & D.D.O.

01.08.2023

## Minutes of the IQAC meeting held on August 1, 2023

### Members present

1. Dr. Mini Joseph (Principal in Charge)
2. Lt. Renish Joseph (Co-ordinator)
3. Prof. Preethy Saira Philip (Assistant Professor, Economics)
4. Prof. Vinita Varkey (Assistant Professor, Chemistry)
5. Dr. Anit Elizabeth (Assistant Professor, Physics)
6. Prof. Preetha Mathew (Assistant Professor, Mathematics)
7. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
8. Prof. Bini Maria Elias (Assistant Professor, Commerce)
9. Prof. Mahima Ann Abraham (Assistant Professor, Zoology)
10. Sri. Sabu C S (Office Superintendent)
11. Dr. Liz Gabriel (Alumni)
12. Justin Joe Mathew (Student Representative)

### Agenda

1. Confirmation of the meeting held on 7<sup>th</sup> June 2023 and Action taken report
2. Academic audit for 2022-23
3. Revision in manual and SOP
4. SSR preparation
5. Independence Day celebrations
6. Any other matter permitted by the chair



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The meeting started at 3.30 pm in the board room under the chairmanship of Dr. Mini Joseph, Principal. The meeting discussed the following matters in detail

1. The meeting confirmed the minutes of the previous meeting held on 07/06/2023
2. There was a discussion regarding the academic and administrative audit to be done for the year 2022-23. It is decided to be scheduled on 26<sup>th</sup> August.
3. There were some minor updations in the NAAC manual and SOP which is briefed to the members and it was decided to give the copy of the same to criterion committee heads.
4. Discussion regarding the submission of SSR was done and criterion committees were instructed to submit the draft SSR to IQAC by September 20<sup>th</sup>.
5. Since this independence day is the culmination of Azadi Ka Amrit Mahotsav it was decided to celebrate the same by conducting cultural programmes in open stage. Music and Dance club, NCC, NSS were instructed to coordinate the events.
6. KYS assessment test for the first year students to be held on third week of September.

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Pampady**

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**Dr. Mini Joseph**

Associate Prof. & D.D.O.

01.09.2023

## Minutes of the IQAC meeting held on September 1, 2023

### Members present

1. Dr. Mini Joseph (Principal in Charge)
2. Lt. Renish Joseph (Co-ordinator)
3. Prof. Preethy Saira Philip (Assistant Professor, Economics)
4. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
5. Dr. Anit Elizabeth (Assistant Professor, Physics)
6. Prof. Preetha Mathew (Assistant Professor, Mathematics)
7. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
8. Prof. Bini Maria Elias (Assistant Professor, Commerce)
9. Prof. Mahima Ann Abraham (Assistant Professor, Zoology)
10. Sri. Sabu C S (Office Superintendent)
11. Dr. Liz Gabriel (Alumni)
12. Justin Joe Mathew (Student Representative)

### Agenda

1. Confirmation of the meeting held on 1st August 2023 and Action taken report
2. Criterion presentation for SSR
3. IEDC room allotment
4. IQAC and board room renovation
5. Renovation of yoga centre, open stage and canteen
6. Any other matter permitted by the chair



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**Dr. Mini Joseph**  
Associate Prof. & D.D.O.

The meeting started at 3.00 pm in the board room under the chairmanship of Dr. Mini Joseph, Principal. The meeting discussed the following matters in detail

1. The meeting confirmed the minutes of the previous meeting held on 01/08/2023
2. A criterion wise presentation of the committees is decided to be held from next week onwards to expedite the preparation of SSR.
3. A 1000 sqft room was needed for the Innovation and entrepreneurship development centre and a room in the self financing wing was allotted for the same.
4. It was decided to renovate the IQAC and board room ahead of the peer team visit.
5. It was decided by the committee to renovate the yoga centre, open stage, and canteen.
6. A detailed deliberation was done on the action to be taken basis of the academic audit held on 26 August 2023.

  
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Kuriakose Gregorios College  
Pampady

  
PRINCIPAL

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Associate Professor & D.D.O.  
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**A Postgraduate Institution of the Malankara Orthodox Church with faculties of Arts, Science and Commerce**

**Prof. (Dr.) Renny P. Varghese**  
Principal

24.11.2023

## **Minutes of the IQAC meeting held on November 24, 2023**

### **Members present**

1. Prof.(Dr).Renny P Varghese (Principal)
2. Lt.Renish Joseph (Co-ordinator)
3. Prof. Preethy Saira Philip (Assistant Professor, Economics)
4. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
5. Dr.Anit Elizabeth (Assistant Professor, Physics)
6. Prof.Preetha Mathew (Assistant Professor, Mathematics)
7. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
8. Prof. Bini Maria Elias (Assistant Professor, Commerce)
9. Prof. Mahima Ann Abraham (Assistant Professor, Zoology)
10. Sri. P C Benjamin (Office Superintendent)
11. Dr.Liz Gabriel (Alumni)
12. Justin Joe Mathew (Student Representative)

### **Agenda**

1. Confirmation of the meeting held on 1<sup>st</sup> September 2023 and Action taken report
2. Welcoming the new principal
3. Finalising the date for submission of IIQA
4. SSR completion status
5. Draft of Institutional Development Plan
6. Any other matter permitted by the chair





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**Prof. (Dr.) Renny P. Varghese**

Principal

The meeting started at 11am in the board room under the chairmanship of Prof.(Dr).Renny P Varghese, Principal. The meeting discussed the following matters in detail

1. The meeting confirmed the minutes of the previous meeting held on 01/09/2023
2. The committee welcomed the new principal and briefed him regarding the SSR status and further measures to be taken.
3. Principal emphasised the need to finalise a date for submission of IIQA.It was decided to submit the IIQA by the mid of December.
4. It was decided to convene a criterion committee members meeting to track the progress of SSR consolidation.
5. A detailed deliberation was done on the draft of the Institutional Development Plan and some changes were made as per the suggestions of the members.

**IQAC Co-ordinator  
Kuriakose Gregorios College  
Pampady**

**PRINCIPAL**

**Prof.(Dr.) Renny P. Varghese  
Principal  
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Principal

12.01.2024

## **Minutes of the IQAC meeting held on January 12, 2024**

### **Members present**

1. Prof.(Dr).Renny P Varghese (Principal)
2. Lt.Renish Joseph (Co-ordinator)
3. Dr.Mini Joseph (Associate Professor,Commerce)
4. Prof. Preethy Saira Philip (Assistant Professor, Economics)
5. Prof. Vinita Varkey (Assistant Professor, Chemistry)
6. Dr.Anit Elizabeth (Assistant Professor, Physics)
7. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
8. Prof. Bini Maria Elias (Assistant Professor, Commerce)
9. Prof. Mahima Ann Abraham (Assistant Professor, Zoology)
10. Sri. Sabu C S (Office Superintendent)
11. Dr.Liz Gabriel (Alumni)
12. Justin Joe Mathew (Student Representative)

### **Agenda**

1. Confirmation of the meeting held on 24<sup>th</sup>November 2023 and Action taken report
2. Approval of IIQA
3. Examination of draft SSR
4. Duty list for uploading of SSR
5. Any other matter permitted by the chair



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**Prof. (Dr.) Renny P. Varghese**

Principal

The meeting started at 4pm in the board room under the chairmanship of Prof.(Dr).Renny P Varghese, Principal. The meeting discussed the following matters in detail

1. The meeting confirmed the minutes of the previous meeting held on 24/11/2023
2. IIQA was approved by the NAAC and it was decided to expedite the SSR uploading process.
3. Draft SSR was discussed among the members and some corrections were made.
4. To facilitate the process of uploading it was decided to allocate duties to the faculties for the same.
5. Principal emphasised the need to complete the uploading within the prescribed deadline and asked all faculties to work for the same.

**IQAC Co-ordinator**  
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**Principal**  
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**Prof. (Dr.) Renny P. Varghese**

Principal

29.02.2024

## **Minutes of the IQAC meeting held on February 29, 2024**

### **Members present**

1. Prof.(Dr).Renny P Varghese (Principal)
2. Lt.Renish Joseph (Co-ordinator)
3. Dr.Mini Joseph (Associate Professor, Commerce)
4. Prof. Preethy Saira Philip (Assistant Professor, Economics)
5. Prof. Vinitha Varkey (Assistant Professor, Chemistry)
6. Dr.Anit Elizabeth (Assistant Professor, Physics)
7. Dr. Vipin K. Varughese (Assistant Professor, Commerce)
8. Prof. Bini Maria Elias (Assistant Professor, Commerce)
9. Prof. Mahima Ann Abraham (Assistant Professor, Zoology)
10. Sri. Sabu C S (Office Superintendent)
11. Dr.Liz Gabriel (Alumni)
12. Justin Joe Mathew (Student Representative)

### **Agenda**

1. Confirmation of the meeting held on 12<sup>th</sup> January 2023 and Action taken report
2. DVV clarifications
3. Criterion committee clarifications
4. Any other matter permitted by the chair



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**Prof. (Dr.) Renny P. Varghese**

Principal

The meeting started at 4 pm in the board room under the chairmanship of Prof.(Dr).Renny P Varghese, Principal. The meeting discussed the following matters in detail

1. The meeting confirmed the minutes of the previous meeting held on 12/1/2024
2. Some clarifications were asked by the NAAC during the DVV process.
3. Criterion committees were asked to give clarifications on the same.
4. Principal emphasised the need to complete the uploading within the prescribed deadline and asked all faculties to work for the same.

  
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Kuriakose Gregorios College  
Pampady

  
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