


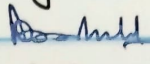
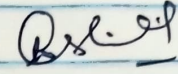

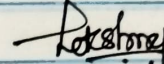
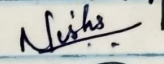
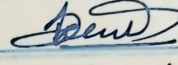
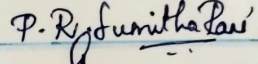
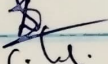
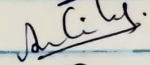
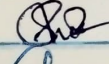
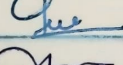
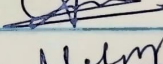
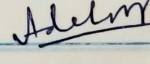
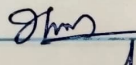
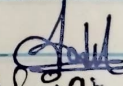
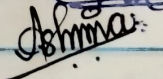
Meeting No: LMCST/IQAC/2019/01 3

Venue: Conference Hall.

10.04.2019

Time: 1.30pm

Members Present

1. Rev. Fr. Dr. Tomy Joseph paderjareveetil 
2. Dr. Mohanlal. P. P, Principal 
3. Prof. Beshiba Wilson, IQAC Coordinator 
4. Rev. Fr. Avies Edachethra 
5. Lekshmy Surendran, Asst. Prof, ASH 
6. Nisha. R.S., Asst. Prof, ASH 
7. Shreekala Devi. K., Asst. Prof, EEE 
8. Sumitha Rani. P.R., Asst. Prof, CE 
9. Binay Louis, Asst. Prof, ECE 
10. Ambily Jane, Asst. Prof, CSE 
11. SHERINI JOSEPH, Asst. Prof, MCA 
12. Greejith M.G., Chief Supt, Exam Cell 
13. Anoop.S.S., Syst. Administrator 
14. ADARSH S. J., HE department 
15. Thomas Mathias, Office Supt 
16. Dr. Anuja. J.A, MBA Dept. 
17. ASHIMA. C.R., EEE department 



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of meeting held on 10th April 2019 at 1.30 PM in Conference Hall

Agenda :

1. Status of work carried out and tasks completed till date.
2. Proposal of dates for completion of data collection, internal auditing, criteria assessment and remedial actions (if any) to be taken.
3. Discussion about administrative and academic matters
4. Analysis of areas to be strengthened

The following points were discussed in the meeting :

1. The IQAC Coordinator welcomed the members and presented the restructured composition of IQAC.
2. The Manager and Director, Rev.Fr.Dr.Tomy Joseph Padinjareveetil explained the need for quality assurance in higher educational institution.
3. The status of work carried out by the IQAC Cell based on NAAC Criteria was presented.
4. A core team of NAAC comprising of members from each department was formulated.
5. Plan of Action for the academic year was devised and measures to be taken were presented.
- ✓ 6. Decided to convene IQAC meeting once in every 3 months.
- ✓ 7. Formulation of Extension Cell to plan and conduct extension activities in the college.
- ✓ 8. Enhance consultancy activities and collaboration with industries and foreign universities.
- ✓ 9. Arrange one day workshop on "Revised NAAC framework" for faculty and staff members.
- ✓ 10. Conduct industrial visit for faculty members and staff to gain awareness about industrial practices.
- ✓ 11. Conduct "Passing-out function" for final year students and award prizes to best students.

- 12. Formulate the Human Resource Department (HRD) of the college.
- 13. Strengthen research cell activities and re-establish the LMCST journal publication.
- 14. Strengthen Counselling Cell activities.

Members :

Management Representative:

-Rev.Fr.Dr.Tomy Joseph Padinjareveetil, Manager & Director

Chair Person – Dr.Mohanlal P.P., Principal

Coordinator – Prof.Beshiba Wilson, HOD (CSE)

Senior Administrative Officers:

-Rev.Fr. Avies Edachethra, Bursar

-Mr.Thomas Mathew, Office Superintendent

-Prof.Sreekala Devi, Coordinator (Welfare Committee)

-Prof.Gręjith M.G., Chief Superintendent (Exam Cell)

-Mr.Anoop S.S., System Administrator

Teacher Representatives:

-Prof.Lekshmy Surendran (ASH)

-Prof.Nisha R.S. (ASH)

-Prof.Sumitha Rani (CE)

-Prof.Ambily Jane (CSE)

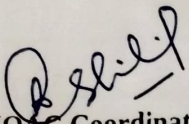
-Prof.Bincy Louis (ECE)

-Prof.Ashima C.R. (EEE)

-Prof.Adarsh S.J. (ME)

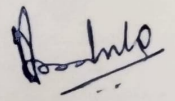
-Dr.Anuja J.A. (MBA)

-Prof.Sherin Joseph (MCA)


IQAC Coordinator

**Prof.Beshiba Wilson,
HOD, Dept. of CSE.**



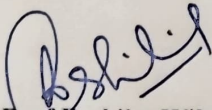

**Chair Person
Dr. Mohanlal P.P.,
Principal**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken report of meeting held on 10th April 2019 at 1.30 PM in Conference Hall

The following actions were taken:

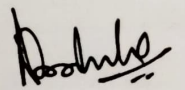
1. Formulated extension Cell to plan and conduct extension activities in the college.
2. Industry Academic consultation programme is scheduled for 25.08.2019 to discuss about activities to be conducted in collaboration with industries
3. One-day workshop on "Revised NAAC framework" for faculty and staff members is scheduled for 28.06.2019.
4. Industrial visits for faculty and students is scheduled to be conducted in the month of July and August 2019 to gain awareness about industrial practices.
5. Formulated the Human Resource Department (HRD) of the college with Prof. Neethu Mohan (MCA) as the Coordinator.
6. Reformulated research cell with Dr. Johnson Y. (EEE) as the Coordinator to conduct research activities and re-establish the LMCST journal publication.
7. Counselling for students is to be provided by Counsellor Ms. Aparna after the commencement of the semester.



Prof. Beshiba Wilson,

HOD, Dept. of CSE.

IQAC Coordinator



Dr. Mohanlal P.P.,

Principal

Dr. P. P. MOHANLAL
PRINCIPAL
LOURDES MATHA COLLEGE OF
SCIENCE & TECHNOLOGY
Lourdes Hills, Thiruvananthapuram P.O.
Thiruvananthapuram Dis. 695574