

**LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY**  
LOURDES HILLS, KUTTICAL THIRUVANANTHAPURAM

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

MEETING ON 29.01.2020

Venue : Conference Hall

Time : 10.30 am

**Agenda**

- Welcome IQAC members – IQAC Coordinator
- Confirmation of the minutes of the IQAC meeting held on 29.10.2019
- Implementation of Curriculum (January to May 2020) in the light of Academic Council meeting recommendations.
- Review of Vision and Mission of the institution
- Review of NAAC SSR preparation process
- Any other matter

IQAC COORDINATOR

PRINCIPAL



Dr. P. P. MOHANLAL  
PRINCIPAL  
LOURDES MATHA  
SCIENCE & TECHNOLOGY  
Lourde Hills  
Thiruvananthapuram  
645009

MEETING No: LMCST / IQAC / 2020 / 01

Venue : Conference Hall

Date : 29.01.2020

Time : 10.30 am

Sl. No.	Members Present	Signature
1.	Rev. Fr. Dr. Tomy Joseph Padinjarevedil, Manager & Director.	
2.	Dr. Mohanlal P.P, Principal	
3.	Rev. Fr. Avies Edacheera, Bussas	
4.	Ex. Philip John, Industry Expert	
5.	Ms. Thomas Mathew, Office Supt.	
6.	Prof. Beshiba Wilson, IQAC Coordinator	
7.	Prof. Selma Joseph, Criteria 2 co-ordinator	
8.	Prof. Nisha O.S, Criteria 5 co-ordinator	
9.	Prof. Indu Rajan, Criteria I Co-ordinator	
10.	Prof. Sayitha P.	
11.	Prof. Sneelisha A.K	
12.	Prof. Shenio Joseph (MCA)	
13.	Anoop.S.S	
14.	Prof. Rakesh P. Mathew	
15.	Prof. Aebysk Abraham	
16.	Prof. Vishnu.C.S	
17.	Ms. Indu James	
18.	Prof. Sayitha Binu Benjamin (MBA - IQAC)	
19.	Sumitha Rani P.R CE	
20.	Binicy Louis EC	
21.	Nisha.R.S. ASH	
22.	Ambily Jane (CSG)	



**LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF MEETING HELD ON 29.01.2020 AT 10.30 AM IN THE**

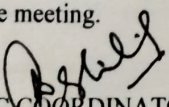
**CONFERENCE HALL**

- Review of Vision and Mission statement, if any modification needed.

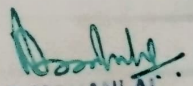
**Vision :** Establish a Centre of Excellence for Professional Education with focus on societal service for nation building, research and development in cutting edge technologies for the benefit of humanity.

**Mission :** Mould world class professionals by enabling knowledge acquisition for research and development, design of novel systems and scientific analysis with focus on team work culture, continual learning, creating sustainable environment and noble society using modern technologies.

- Discussed about the action plan for the conduct of Add-on courses, seminars, workshops, Inter Collegiate Techno cultural fest and Sports day.
- Discussed about the initiatives to be taken for the conduct of at least one FDP in all departments during May-June 2020.
- Discussed about the initiatives to be taken for the conduct of an interdepartmental project exhibition in the month of April 2020.
- Discussed about the important academic dates and deadlines for the academic year January to May 2020:
  - KTU Internal Audit 1 : 5<sup>th</sup> and 6<sup>th</sup> Mar 2020
  - KTU Internal Audit 2: 1<sup>st</sup> and 2<sup>nd</sup> Jul 2020
  - KTU External Audit: 1<sup>st</sup> to 11<sup>th</sup> April 2020
  - Series test dates: Feb 26<sup>th</sup> to Mar 3<sup>rd</sup> 2020 and Apr 1<sup>st</sup> to 8<sup>th</sup> 2020
  - PTA Meeting: Mar 17<sup>th</sup> and 18<sup>th</sup> 2020
- The IQAC Coordinator suggested to conduct a one-day seminar on “Intellectual Property Rights” in the month of February by IPR Cell of LMCST
- It was suggested to conduct activities like seminars, workshops, tech fest, quiz contests and conclave under the banner of LMCST Student Chapters of various Professional Societies.
- It was suggested to conduct activities like industrial visits, internships, seminars and workshops through Industry Institute Interaction (MOUs).
- It was also suggested to conduct a seminar on Carbon Neutrality by Nature Club.
- Status of NAAC SSR report preparation was presented by various Criteria Heads and was reviewed in the meeting.

  
IQAC COORDINATOR



  
Dr. P. P. MOILANIL  
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**LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY**

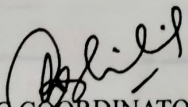
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**ACTION TAKEN REPORT**

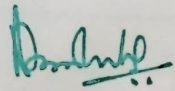
**OF MEETING HELD ON 29.01.2020 AT 10.30 AM**

**IN THE CONFERENCE HALL**

- To review the Vision and Mission statement discussed in the IQAC meeting, College Council meeting was conducted, followed by internal IQAC meeting to further refine the statements. The proposed statements were reviewed by the Director and Principal, and the views from all the stakeholders were taken and analyzed.
- All the HoDs were informed to prepare the action plan for the conduct of Add-on courses, seminars, workshops, Inter Collegiate Techno cultural fest and Sports day.
- Informed HoDs to take initiatives to conduct at least one FDP in all departments during May-June 2020.
- Informed HoDs to take initiatives for the conduct of an interdepartmental project exhibition in the month of April 2020.
- The important academic dates and deadlines for the academic year January to May 2020 were informed the concerned stakeholders:
  - KTU Internal Audit 1 : 5<sup>th</sup> and 6<sup>th</sup> Mar 2020
  - KTU Internal Audit 2: 1<sup>st</sup> and 2<sup>nd</sup> Jul 2020
  - KTU External Audit: 1<sup>st</sup> to 11<sup>th</sup> April 2020
  - Series test dates: Feb 26<sup>th</sup> to Mar 3<sup>rd</sup> 2020 and Apr 1<sup>st</sup> to 8<sup>th</sup> 2020
  - PTA Meeting: Mar 17<sup>th</sup> and 18<sup>th</sup> 2020
- Informed Dr. Johnson Y., Coordinator, IPR Cell, LMCST to plan and conduct a one-day seminar on "Intellectual Property Rights" in the month of February 2020.
- Informed HoDs to plan and conduct activities like seminars, workshops, tech fest, quiz contests and conclave under the banner of LMCST Student Chapters of various Professional Societies.
- Informed HoDs and the members of the Industry Institute Interaction Cell to conduct activities like industrial visits, internships, seminars and workshops through Industry Institute Interaction (MOUs).
- Informed Prof. Roy K. Varghese and Prof. Jinju Joy the Coordinators of Nature Club to conduct a seminar on Carbon Neutrality.
- Status of NAAC SSR report preparation was presented by various Criteria Heads and was reviewed in the meeting.

  
IQAC COORDINATOR



  
Dr. P. P. J. ...  
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