

LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY

LOURDES HILLS, KUTTICAL THIRUVANANTHAPURAM

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING ON 22.09.2021

Mode : Online (Google Meet)

Time :10.30 am

Agenda

- Welcome IQAC members – IQAC Coordinator
- Confirmation of the minutes of the IQAC meeting held on 28.04.2021.
- Discussion on action plan by IQAC.
- Review of NAAC SSR preparation process
- Any other matter



IQAC Coordinator



Principal

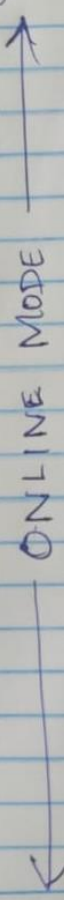


MEETING No : LMCST / IQAC / 2021 / 03

Date: 22/9/2021

Time: 10.30 AM

Mode of Conduct: Google Meet.

| S.No. | Members Present | Signature |
|-------|--|--|
| 1. | Rev. Fr. Dr. Tomy Joseph Padiyarevedil, Director |  |
| 2. | Dr. Mohanlal P.P, Principal | |
| 3. | Mr. Philip John, Industry Expert | |
| 4. | Mr. Gopakumar, Member, Professional Society | |
| 5. | Mr. Binu James, Local Society member | |
| 6. | Mr. Jibu Mohan Nair, Alumni rep | |
| 7. | Dr. Beshiba Wilson, IQAC Coordinator | |
| 8. | Mrs. Ashima C.R, Criterion II | |
| 9. | Mrs. Ambily Jane, IQAC dept. Co., CSE | |
| 10. | Mrs. Resmi V. Prasad, Criterion VII | |
| 11. | Mrs. Sajitha Binu, IQAC dept. Co., MBA | |
| 12. | Mrs. Bincy Louis, IQAC dept. Co., ECE | |
| 13. | Ms. Ashly A, IQAC dept. Co., ASH | |
| 14. | Mrs. Indu Rajan, Criterion I | |
| 15. | Mrs. Sajitha P, Criterion IV | |
| 16. | Dr. Nithya R., Criterion VI | |
| 17. | Mrs. Selma Joseph, Criterion II | |
| 18. | Mrs. Sherin Joseph, IQAC dept. Co., MCA | |
| 19. | Mr. Anish S.U, Collegel Union member | |
| 20. | Mrs. Nisha O.S, Criterion V. | |



LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING HELD ON 22.09.2021 AT 10.30 AM

(Mode of conduct: Google Meet)

| Sl.No. | Subject and Decision |
|--------|---|
| 1 | The IQAC Coordinator welcomed all the members to the meeting. The IQAC Coordinator introduced new member Mr.Anish S U, S6 CE, General Secretary of Students Union Council. |
| 2 | Confirmation of previous IQAC meeting was done. |
| 3 | Suggestion to enhance research cell activities by conducting more workshops. |
| 4 | Discussion on taking professional memberships (student and institution) related to various branches. |
| 5 | Suggestion to conduct training for non-teaching staff to increase their skills. |
| 6 | Discussion on conduct of FDPs and Conferences in the next semester. |
| 7 | Review of feedback from various stake holders like student, Alumni, employer and teachers was performed. Reviewed the feedback form to be circulated for the upcoming semester. |
| 8 | Review of Industry Interaction Cell activities and suggestions for enhancements were discussed. |
| 9 | Suggestion to conduct activities through Nature Club and provide awareness to students. |
| 10 | Suggestion to conduct gender equity programs and provide awareness to students about the gender equity initiatives. |
| 11 | Discussions on NAAC review process. Suggestion to submit the SSR report in the month of December 2021. |

LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

OF MEETING HELD ON 22.09.2021 AT 10.30 AM THROUGH ONLINE MODE

| Sl.No. | Action taken |
|--------|--|
| 1 | Informed Research Cell Coordinator to conduct activities through Research cell and IPR Cell. |
| 2 | Informed HoDs to initiate professional memberships (student and institution) activities in the department. |
| 3 | Informed HoDs to schedule training for non-teaching staff to increase their skills. |
| 4 | Action by HoDs to submit action plan on conduct of FDPs and Conferences in the next semester to Principal. |
| 5 | Suggestion based on review of feedback from various stake holders like student, Alumni, employer and teachers was shared with concerned departments. Finalised the feedback form to be circulated for the upcoming semester. |
| 6 | Review of Industry Interaction Cell activities and suggestions for enhancements were discussed. |
| 7 | Entrusted Nature Club to conduct awareness sessions on Carbon footprint to students. |
| 8 | Entrusted NCC unit to conduct a gender equity program based on Dowry and its related offences. |
| 9 | NAAC Criterion Heads informed about the updations of NAAC process. |



IQAC Coordinator



Principal

