

# LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY

LOURDES HILLS, KUTTICAL THIRUVANANTHAPURAM

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING ON 27.11.2020

Mode : Online (Google Meet)

Time :10.30 am

### Agenda

- Welcome IQAC members – IQAC Coordinator
- Confirmation of the minutes of the IQAC meeting held on 07.09.2020.
- Discussion on action plan by IQAC.
- Review of NAAC SSR preparation process
- Any other matter



IQAC Coordinator



Principal



MEETING NO : LMCST / IOAC / 2020 / 04

Date : 27/11/2020  
Time : 10.30 am  
Mode of Conduct : Online  
 Google Meet

S.No.	Members Present	Signature
1.	Rev. Fr. Dr. Tomy Joseph Padijarumbil, Director	
2.	Dr. Mohanlal P.P, Principal	
3.	Fr. Philip John, Industry Expert	
4.	Mr. Gopakumar, Member of	
5.	Professional Society.	
6.	Prof. Beshiba Wilson, IOAC Coordinator	
7.	Prof. Lekshmy Surendran, ASHdept.	
8.	Prof. Sumitha Rani P.R, CE, IOAC	
9.	Prof. Ambily Jane, CSE, IOAC	
10.	Prof. Nisha O.S, CSE	
11.	Prof. Sajitha P., CSE	
12.	Prof. Binny Louis, ECE, IOAC dept. coord.	
13.	Prof. Rikesh P. Mathew, EEE, IOAC	
14.	Prof. Ashima C.R, EEE	
15.	Prof. Sajith Krishnan, NBA Coordinator	
16.	Prof. Aebysh Abraham, ME, IOAC	
17.	Prof. Resmi V. Prasad, ME	
18.	Prof. Nithya R. MBA	
19.	Prof. Sajitha Binu, MBA	
20.	Prof. Selma Joseph, MCA	
21.	Prof. Sreekala Devi, Welfare Com.	
22.	Dr. Smitha J.C, Examination Cell	
23.	Mrs. Tintu James, Librarian	
24.	Mr. Binumon James, Local Society Member	
25.	Mr. Tibu Mohan Nair, Alumni Member	
26.	Mr. Hari S, Student Representative	

ONLINE MODE



**LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF MEETING HELD ON 27.11.2020 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.
2	Confirmation of previous IQAC meeting was done.
3	Suggestion to enhance research cell activities by conducting more workshops.
4	Discussion on enhancing professional memberships (student and institution) and its activities 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.
8	Discussion on conduct of classes and student evaluations through online mode.
9	Discussions on NAAC review process.

**LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**ACTION TAKEN REPORT**

**OF MEETING HELD ON 27.11.2020 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.
6	Principal informed that conduct of classes through online mode is satisfactory and student evaluations are conducted smoothly.
7	NAAC Criterion Heads informed about the updations of NAAC process.



IQAC Coordinator



Principal

