

# LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY

LOURDES HILLS, KUTTICAL THIRUVANANTHAPURAM

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING ON 30.03.2022

Mode of conduct : Offline and Online (Google Meet)

Venue: Conference Hall

Time :10.30 am

### Agenda

- Welcome IQAC members – IQAC Coordinator
- Confirmation of the minutes of the IQAC meeting held on 24.11.2021
- Academic Audit
- Report on status of NAAC
- Discussion on action plan by IQAC.
- Suggestions/Feedback of members
- Any other matter



IQAC Coordinator



Principal



## MEETING NO: LMCST / IRAC / 2022 / 01

Date: 30/03/2022

Time: 10.30 AM

Mode of Conduct: Offline and online.

Sr. No.	Members Present	Signature
1.	Rev. Fr. Dr. Tomy Joseph Padijasevettil,	
2.	Mr. Philip John, Industry Expert	- Joined online -
3.	Mr. Jibu Mohan, Alumni Member	- Joined online -
4.	Mr. Dany Thomas, Chairman, Student Council	
5.	Mr. Thomas Mathew, Office Supdt.	
6.	Dr. Johnson Y, Research Cell Coordinator	
7.	Dr. Beshiba Wilson, IRAC Coordinator	
8.	Mrs. Selma Joseph, MCA	
9.	Mrs. Sheela Joseph, MCA	
10.	Mrs. Ashitha M., EEE	
11.	Mrs. Sankala Devi, EEE	
12.	Mrs. Priya Sekhar S., CSE	
13.	Mrs. Resmi V. Prasad, ME	
14.	Mr. Dijn J S, ME	
15.	Mrs. Nisha O. S., CSE	
16.	Mrs. Sajitha P, ECE	
17.	Mrs. Diny Louis, ECE	
18.	Mrs. Indu Rajan, CE	
19.	Ms. Anya A, MBA	
20.	Mrs. Jany B J, MBA	
21.	Prof. K. V. N. N., ASH.	

**LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF MEETING HELD ON 30.03.2022 AT 10.30 AM**

*(Mode of conduct: Hybrid)*

Sl.No.	Subject and Decision
1	The IQAC Coordinator welcomed the IQAC members.
2	The minutes of the IQAC meeting held on 24.11.2021 were confirmed.
3	Three faculty members of CSE department have secured admission 2021- 2022 for Ph.D. at Kalasalingam Academy of Research and Education.
4	The first KTU internal audit (Odd semester 2021) is scheduled for 05.04.2022.
5	Report on status of NAAC and the next phase of NAAC process.
6	Discussion on submission of budget for financial year 2022 -2023 by departments.
7	Suggestion to Improve pass percentage - Special steps such as forming students' peer group for learning, frequent interaction with parents thereby making staff advisory system more effective, conducting viva/quiz apart from regular tests to be adopted.
8	Journal publication to improve research aptitude of the college. Every department can publish technical e- magazine in which students can publish their articles.
9	Appreciation to IEDC team for receiving Rs.10 lakhs from Govt. of Kerala for upgrading our IEDC to TBI start-up.
10	Career counselling activities for all branches to be initiated through Placement Cell
11	Technical activities through department association to be initiated. Focus on interpersonal skills and overall development also.
12	Extension activities to be strengthened. Make students work for the welfare of society.
13	All Department HODs are requested to plan Academic activities such as Add-on programs, workshops, summer internships for students, Faculty development Programs, for the year 2022-2023.

**LOURDES MATHA COLLEGE OF SCIENCE AND TECHNOLOGY**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**ACTION TAKEN REPORT**

**OF MEETING HELD ON 30.03.2022 AT 10.30 AM THROUGH HYBRID MODE**

Sl.No.	Action taken
1	The first KTU internal audit (Odd semester 2021) is scheduled for 05.04.2022. The schedule of the audit was published.
2	NAAC Coordinator detailed the status of NAAC and the next phase of NAAC process. The dates for peer team visit need to be finalised after the approval of the SSR.
3	Informed HoDs to submit the budget for financial year 2022 -2023 within two weeks.
4	Suggestions to Improve pass percentage were discussed with faculty members through departmental meetings.
5	Action by Research Cell on journal publication to improve research aptitude of the college. Informed department coordinators to take actions to publish technical e-magazine in which students can publish their articles.
6	Conveyed appreciation to IEDC team for receiving Rs.10 lakhs from Govt. of Kerala for upgrading our IEDC to TBI start-up.
7	Action by Placement Cell Coordinator to conduct Career counselling activities for all branches to be initiated through Placement Cell
8	Action by HoDs to enhance the technical activities through department association and to focus on interpersonal skills and overall development.
9	Action by Extension Cell Coordinator to strengthen extension activities and make students work for the welfare of society.
10	All Department HODs were informed to plan Academic activities such as Add-on programs, workshops, summer internships for students, Faculty development Programs, for the year 2022-2023. IQAC department coordinators were requested to submit the same before next meeting.



IQAC Coordinator



Principal

