

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

### **Minutes of IQAC meeting held on 10th August 2021**

**10:30 am – 11:30 am, Conference Hall**

#### Agenda

1. Review of the proposed plan of action for the academic year 2021-22.
2. Review of progress regarding RUSA funded project
3. Follow –up on the proposal to start a Research Centre in Education in the college
4. Follow up on the proposal to get approval for an N.S.S. unit in the college
5. Organise various programmes towards faculty and student development
6. Conducting Certificate Courses in Yoga And Digital Apps
7. Conducting Value Added Courses in Functional English, Theatre Pedagogy and Self Regulatory Pedagogic Practice
8. Conitnation of the River Revival Project
9. Continuation of the E-content Development and Dissemination drive
10. Organising a Merit Day, FOSSA day and Jubilarians day
11. Organise the Workshop on Theatre Arts
12. Organise St. Chavara Lecture Series
13. Reconstitution of the IQAC

The meeting began with a silent prayer. Principal, Dr. Varghese K. Cheriyan welcomed the gathering. The committee reviewed the plan of action for the academic year 2021-'22 and proposed suggestions for effective implementation of the same, keeping in view the situation of the pandemic.

The members decided to move ahead with the curricular activities utilising online facilities to their best, as in the previous year. The committee appreciated the efforts of the faculty towards organising curricular and faculty development programmes most effectively.

The committee evaluated the progress of the RUSA project.

It was decided to do the needed to get approval of the proposal for a Research Centre in Education in the college

The committee entrusted Mr. Shaiju Francis to do the needed follow up on the proposal to get approval for an N.S.S. unit in the college.

It was decided to offer the value added courses in Functional English, Theatre Pedagogy and Self-Regulatory Pedagogic Practice and Certificate Courses in Yoga And Digital Apps as in the previous years.

The committee applauded the efforts towards continuation of the River Revival Project under the leadership of Dr. Fr. Sibichen K. K. even during the pandemic situation.

The committee strongly supported the continuation of the E-content Development and Dissemination drive, considering its relevance during the pandemic and foreseeing the post pandemic scenario.

It was decided to organise the Merit Day, Annual FOSSA Meet and Jubilarian's Day in online or offline mode as needed.

It was also decided to organise the St. Chavara Lecture series in online or offline mode, considering the situation.

The committee proposed to continue with the online K-TET coaching provided to our students and alumni.

The IQAC was reconstituted to include Tony Mathew instead of Alwin Roy of the senior outgoing batch.

The meeting came to an end with a vote of thanks proposed by the IQAC coordinator.

Members Present

1. Dr. Varghese K Cheriyan, Principal
2. Fr. Dr. Sibichen K. K, Vice Principal
3. Fr. James Mullassery CMI, Councillor of Education, Thiruvananthapuram Province
4. Fr. Philip Pazhayakari, Bursar
5. Dr. K. M. Benny, Assistant Professor in Physical Education
6. Dr. Tessy Joseph Kallarackal, Assistant Professor in Natural Science Education
7. Dr. Latha Joseph, Assistant Professor in English Education
8. Dr. Shaiju Francis, Assistant Professor in Social Science Education
9. Dr. Ronu Thomas, Assistant Professor in Physical Science Education
10. Dr. Anisha V. Gopalakrishnan, Assistant Professor in Natural Science Education
11. Dr. Sunitha Susan Jose, Assistant Professor in Social Science Education
12. Dr. Praveena Gopinath, Assistant Professor in Mathematics Education
13. Dr. Jisha Baby, Assistant Professor in Physical Science Education
14. Mr. K. O. Shamsudheen FOSSA Representative
15. Mr. Joshy Ryan, Librarian
16. Sr. Jollyamma Joseph, Head accountant
17. Mrs. Jomol K. John, LD Clerk
18. Tony Mathew Student Representative

Dr. Ronu Thomas  
IQAC Co-ordinator

Dr Varghese K.Cheriyan  
Principal

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Action taken based on the IQAC meeting held on 10th August 2021**

**10:30 am – 11:30 am, Conference Hall**

- Induction Programme of the 2020-22 batch was conducted online from 16<sup>th</sup> August,2021 to 15<sup>th</sup> September 2021
- Onam celebration was held online on 25<sup>th</sup> August 2021 with the title ‘Aarppo Irro’
- Following the social distancing protocols, selected students participated in an Onam Celebration at Abhayabhavan, Kudamaloor on 28<sup>th</sup> of August 2021.
- Teachers’ Day was celebrated online on 5<sup>th</sup> September 2021 with the title ‘To our Scaffolders’.
- Gandhi Jayanthi was observed as River Cleaning Day at Chavara Kadavu in collaboration with Nadhi Samrakshana Samithi, Kottayam

Dr. Ronu Thomas  
IQAC Co-ordinator

Dr Varghese K. Cheriyan  
Principal

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

### **Minutes of IQAC meeting held on 26<sup>th</sup> October 2021**

**2.00 p.m. to 3.00 p.m. Google Meet**

#### Agenda

1. Review of progress regarding RUSA funded project
2. Organise the inauguration and orientation programme of the new batch
3. Discuss the progress of curricular programmes planned for the year
4. Preparation and Uploading of AQAR
5. Organise Inter B. Ed collegiate Shuttle Badminton tournament in the name of Saint Chavara every year
6. Organise socially relevant extension activities
7. Encourage and continue the e-content development and dissemination drive.

An IQAC meeting was held on 26th October 2021 at 2.00 p.m. in the Conference Hall. The meeting began with a silent prayer. Principal, Dr. Varghese K. Cheriyan welcomed the members.

The committee encouraged the PMU to do the needful to complete the construction and renovation elements of the RUSA project at the earliest.

The committee reviewed the admission procedures for the new batch and discussed conducting the inauguration on 8<sup>th</sup> November, 2021.

The Orientation programme was to be held till 12<sup>th</sup> November 2021.

The committee discussed the preparation and uploading of pending AQARs. It also discussed regarding the preparation of AQAR for the upcoming academic year.

The committee decided organise Inter B. Ed collegiate Shuttle Badminton tournament in the name of Saint Chavara every year as the college was the only one having an indoor stadium among teacher education colleges. They observed that it will give a platform to showcase the talents of students from various institutions.

It was decided to actively take up the social extension activities as the pandemic situation has eased.

It was decided to continue the e-content development and dissemination drive and encourage faculty and students to prepare and publish quality e-content.

The meeting came to an end with the vote of thanks by the IQAC Coordinator.

#### Members Present

1. Dr. Varghese K Cheriyan, Principal
2. Fr. Dr. Sibichen K. K, Vice Principal
3. Fr. James Mullassery CMI, Councillor of Education, Thiruvananthapuram Province
4. Fr. Philip Pazhayakari, Bursar
5. Dr. K. M. Benny, Assistant Professor in Physical Education
6. Dr. Tessy Joseph Kallarackal, Assistant Professor in Natural Science Education
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12. Dr. Praveena Gopinath, Assistant Professor in Mathematics Education
13. Dr. Jisha Baby, Assistant Professor in Physical Science Education
14. Mr. K. O. Shamsudheen FOSSA Representative
15. Mr. Joshy Ryan, Librarian
16. Sr. Jollyamma Joseph, Head accountant
17. Mrs. Jomol K. John, LD Clerk
18. Tony Mathew Student Representative

Dr. Ronu Thomas  
IQAC Co-ordinator

Dr Varghese K.Cheriyan  
Principal

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

### **Action taken based on the IQAC meeting held on 26<sup>th</sup> October 2021**

**2.00 p.m. to 3.00 p.m., Google Meet**

- Upanayana ceremony of the batch 2021-23 was held on 8<sup>th</sup> November 2021 at Jubilee auditorium.
- The orientation programme for the two year B.Ed. batch of 2021-'23 was held from 08-11-2021 to 12-11-2021
- Our students participated in the Christmas Celebration at Govt. Children's Home, Thiruvanchoor, Kottayam and presented cultural programmes on 21st December 2021.
- B.Ed. 2021-23 batch visited Sampreethy Special School, Kudamaloor on 23rd December 2021 and celebrated Christmas with the inmates.
- Inauguration of the Research Centre in Education and Jubilarians' Day of the college was held on 15<sup>th</sup> January, 2022
- Saint Chavara Kuriakose Elias Lecture Series was held at St. Joseph College of Teacher Education for Women, Ernakulam on 7th January, 2022.
- Two-day Workshop on Theatre Arts titled 'The Pedagogic Theatre' was held on 18th and 19th February 2022.
- St. Chavara Inter B. Ed. Collegiate Shuttle Badminton Tournament was organized by the college union in association with the department of physical education on 01st April 2022
- The boys of B.Ed. 2021-23 batch organized a 'River protection message journey' from St. Chavara Kadavu to Chheppunkal on 12<sup>th</sup> January, 2022.
- An online KTET coaching programme in collaboration with Ductus Academy, Calicut was organized from 1<sup>st</sup> March, 2023 onwards.
- Merit Day was held along with the College Day celebrations on 31st March, 2022.
- Follow up on the proposal to get approval for an N.S.S. unit in the college
- Certificate Courses in Yoga and Digital Apps and value added courses in Functional English, Theatre Pedagogy were organised for our students.
- As part of the E-content Development and Dissemination drive faculty and students developed and shared e content in the concerned subjects

Dr. Ronu Thomas  
IQAC Co-ordinator

Dr Varghese K. Cheriyan  
Principal

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

### **Minutes of IQAC meeting held on 25th April 2022**

**10.30 a. m. - 11:30 a. m., Conference Hall**

#### Agenda

1. Inauguration of the RUSA funded Research Block and Mini Theatre
2. Feedback from stakeholders and plan of action for the next academic year.

An IQAC meeting was organised on 25<sup>th</sup> April 2022 at 10.30 am in the Conference Hall. The meeting started with a silent prayer. Dr, Varghese K. Cheriyan, Principal welcomed the members.

It was decided to conduct the Inauguration of the RUSA funded Research Block and renovated St. Chavara E content Deveopment Studio and Language lab along with Prof. T.C. Cheriyan Thachenkary Memorial Edu- theatre on 9<sup>th</sup> May 2022. The RUSA Co-ordinator was entrusted with the task of organising the function.

It was decided to collect the feedback from various stakeholders at the end of the academic year in online mode.

The curricular activities of the year were reviewed and a plan of action for the next academic year was drawn up. The members encouraged and appreciated the faculty in successfully implementing the curricular activities during the year in both online and offline mode as was demanded by the situation.

The meeting came to an end with the vote of thanks by the IQAC coordinator.

Members Present

1. Dr. Varghese K Cheriyan, Principal
2. Fr. James Mullassery CMI, Councillor of Education, Thiruvananthapuram Province
4. Fr. Philip Pazhayakari, Bursar
5. Dr. K. M. Benny, Assistant Professor in Physical Education
6. Dr. Tessy Joseph Kallarackal, Assistant Professor in Natural Science Education
7. Dr. Latha Joseph, Assistant Professor in English Education
8. Dr. Shaiju Francis, Assistant Professor in Social Science Education
9. Dr. Ronu Thomas, Assistant Professor in Physical Science Education
10. Dr. Anisha V. Gopalakrishnan, Assistant Professor in Natural Science Education
11. Dr. Sunitha Susan Jose, Assistant Professor in Social Science Education
12. Dr. Praveena Gopinath, Assistant Professor in Mathematics Education
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14. Mr. K. O. Shamsudheen FOSSA Representative
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Dr. Ronu Thomas  
IQAC Co-ordinator

Dr Varghese K.Cheriyan  
Principal



## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Action Taken based on Minutes of IQAC meeting held on 25<sup>th</sup> April 2022**

**10.30 a. m. - 11:30 a. m., Conference Hall**

- Feedback from stakeholders were collected online. Analysis of the feedback was completed.
- A plan of action for the next academic year was prepared.
- Inauguration of the RUSA funded Research Block and renovated St. Chavara E content Deveopment Studio and Language lab along with Prof. T.C. Cheriyan Thachenkary Memorial Edu- theatre was held on 9<sup>th</sup> May 2022.

Dr. Ronu Thomas  
IQAC Co-ordinator

Dr Varghese K.Cheriyan  
Principal