

1st IQAC Meeting 2018-194th June 2018

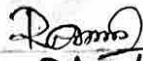
2.30 pm at principal's Chamber

Presided over by Dr. Alex Mathew (Principal)

Members Present:

Dr. Alex Mathew

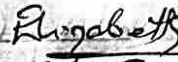
Rani R. Nair



Eos Mathews



Elizabeth K. George



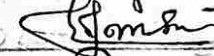
Suresh D



Giri Kumar



Dr. Thomson K Alex



Dr. Indira Thomas



It was informed that the 5th IQAC meeting was held on 30th March 2018 at 1.30 pm at principal's chamber for the academic year 2017-18. After going through the minutes of 5th IQAC meeting for the year 2017-18, it was approved by IQAC members

* IQAC - coordinator placed an academic calendar for the year 2018-19. The members approved the calendar.

* The committee reviewed the proposals and requests for basic requirements of various departments and authorised Principal and IQAC coordinator to discuss all these matters with College Management.

* The committee reviewed the plans and arrangements of the upcoming events in the

college, and finalised the various programmes to be conducted till August 2018. The following activities and programmes were taken into special consideration.

1. 24th Bishop Abraham Memorial lecture
2. UG admission process
3. Commencement of PG & UG classes.
4. Centralised internal examination for 3rd & 5th Semester UG students.
5. Independence Day Celebrations.

* IQAC Co-ordinator presented and discussed the various components of AQAR - 2017-18. The committee approved the report and authorised the co-ordinator to submit the same according to NAAC AQAR submission norms.



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2nd IQAC Meeting 2018-1927th August 2018.

2:30 pm at principal's chamber

Presided by Dr. Alex Mathew (Principal)

Members Present:

Dr. Alex Mathew

Dr. Anitha Thomas

Binil Thomas Zachariah

Sreeresh D

Elizabeth K. George

Dr. Thomson K Alex

Bns Mathews

Rani R. Nair

Giri Kumar

It was informed that the first IQAC meeting for the year 2018-19 was held on 4th June 2018 at 2:30 pm. After going through the minutes of First meeting, it was approved by IQAC members.

- * IQAC reviewed the UG and PG admission process and results of the last academic year. It was found that there is a remarkable change in results and list of A and A grade scored students were presented in the IQAC.
- * IQAC suggested to revamp PTA and Alumni Associations, and authorised Principal to do needful arrangements for the same.
- * IQAC reviewed the proposals of the upcoming events and programmes put forwarded by

Various departments and clubs. IQAC gave sanction to conduct those programmes.

- * IQAC co-ordinators informed the members about the difficulties that faced during the preparation and submission of AQAR-2017-18. The committee gave sanction to submit the same in old format before 2018 december, and authorized the co-ordinators to do the same.





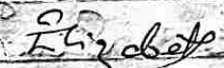


3rd IQAC Meeting 2018-1931st December 2018.

2.30 pm at principals Chamber

Presided by Dr. Alex Mathew (Principal)

Members Present:

Dr. Alex Mathew Dr. Anitha Thomas Dr. Thomson K Alex Ems Mathew Sreeresh D. Elizabeth K Georg Ravi R. Nair Siri Kumar 

It was informed that the second IQAC meeting for the year 2018-19. was held on 27th August 2018 at 2.30 pm. After going through the minutes of the ~~first~~^{second} meeting, it was approved by IQAC members.

* IQAC Co-ordinator informed the members that AQAR for 2017-18 were submitted and now there is no pending AQARs from the part of BAM IQAC.

* Co-ordinator also informed that all pending files in connection with XIIth GDA plan fund of UAC were submitted and there is no discrepancy in fund utilization.

* Co-ordinator and Principal informed the members that our PFMS account is live and up to date, so there is no problem

to avail any government grants and funds on behalf of B.A.M. College.

* The committee reviewed the proposals of following programmes.

1. NWS motivational Camp.
2. Parinam 2K19
3. Youth Week Celebrations by NSS
4. College Arts Festival
5. Science Day Celebrations.
6. Annual Sports Meet.

Committee discussed on these matters and decide to give support and directions to the smooth and fruitful conduct of these events.

* The committee expressed its anxiety about the functioning of various committees and its role to uplift the institution into the third cycle of accreditation. The IQAC Committee authorised the Principal to do urgent actions to calibrate the various formal and statutory bodies of the college.

* Dr. Rani R. Nair, IQAC Member put forward a suggestion to conduct a government programme organised by SSK for the school children. It is envisioned as an extension activity of our science departments and the IQAC Committee authorised Dr. Rani R. Nair to be associated with the programme as a co-ordinator of the same.



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4th IQAC Meeting 2018-1930th March 2019.

1.30 pm at Principal's Chamber

Presided by Dr. Alex Mathew (Principal)

Members Present:

Dr. ALEX MATHEW

Dr. Thomson K. Alex

Sreeresh D

Ens Mathews

Elizabeth George

Dr. Rani R. Nair

Giri Kumar

Binil Thomas Zachariah

Dr. Anitha Thomas

It was informed that the third IQAC meeting for the year 2018-19 was held on 31st December 2018. After going through the minutes of the third meeting, it was approved by IQAC members.

* IQAC - Co-ordinator recalled "Agenda 2020" and informed the members to streamline all activities of the college in a systematic manner. A detailed discussion were conducted on Agenda 2020 and members reviewed the progress of the Agenda 2020 Components.

* IQAC decided to call proposals from departments for the next academic year on or before 2019 May 15.

* IQAC - coordinator put forward a proposal to conduct a two days Institutional level Teachers workshop in the beginning of the academic year 2019-20. IQAC members actively participated in the discussion and authorised IQAC - co-ordinator, Dr. Rani R. Nair and Mr. Ens Mathews to find out capable resource persons and make arrangements for the same. The Committee decided to conduct the programme on 3rd and 4th June 2019 at College Campus.

* Mr. Ens Mathews initiated a discussion on the new format of AQAR and its difficulties into online submission, among members. The committee suggested to collect all available data through e-mails. But it is noticed that the inefficiency of the college website and the lack of dedicated platform for the same. After a detailed discussion on the matter, the committee authorised Mr. Ens Mathews to study the viability of our existing system and if it is not compatible for our purpose, the committee give permission to submit a proposal to Management for our requirements or discuss the matter in detail with management.

→ The IQAC members authorised the co-ordinators for the submission of AQAR for the year 2018-19 and suggested to act according to the NAAC guidelines, as well as time lines.

* IQAC - coordinator informed the members that the deadline for online submission of AQAR in new format is 30th December 2020.



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IQAC - ACTION TAKEN REPORT - 2018-19

A The IQAC in Bishop Abraham Memorial College started functioning in 11-Aug-2009. Since then it has been functioning effectively. The contribution of IQAC for the enhancement of quality in Academic and administrative aspects of the college is evidently noticeable from its inspection inception.

Key initiatives taken by IQAC are as follows

1. Prepared an action plan called Agenda 2020 and continuously monitoring the plan of action since the academic year 2017-18.
2. 15 curricular and co-curricular activities such as seminars, workshops and residential camps were organised in the campus with the support of departments and various clubs.
3. Teacher's diary distributed for documenting teacher activities.
4. Academic calendar was prepared indicating the schedule of various college activities.
5. Directed all departments to conduct at least one seminar in connection with curricular as part of association activity.



6. IQAC provided all supports and prepared workload ^{statement} of teachers of entire departments and equipped college office for the workload adalath held at M. G. University.

7. "Sastra Jalakam" for 9th standard high school students - as an extension programme supported by SSK - was held in the college from 23rd to 25th Nov. 2018.

8. IQAC supported CGC of college to organize a three day residential camp for 30 selected first year students named PARINAM 2K19 - an IQAC initiative - on 11th to 13th January 2019.

9. AQAR 2017-18 submitted in the month of December 2018.

10. Participated in the All India Higher Education Survey (AISHE)

11. Participated in NIRF Ranking for Colleges

12. The institution secured RUSA - infrastructural funding

13. Conducted various discussions on augmentation of infrastructure with departments and management and decided to prepare a DPR for the same.



- | B. Plan of Action | Achievements / outcomes |
|---|--|
| 1. Preparation of Academic Calendar 2018-19 | Academic Calendar 2018-19 placed on IANC meeting held on 4 th June 2018. |
| 2. Orientation programmes. | Conducted orientation programme for UG and PG Students. |
| 3. Internal Exams | Conducted centralised internal exams for all UG students. |
| 4. PTA Meetings | All departments conducted Department level PTA Meetings. |
| 5. Day observations | National and international Days observed under the leadership of various clubs and association |
| 6. Extension programmes | "Sastrajalokam" with the support of SSK under the leadership of science departments. |
| 7. Quality initiatives | - Residential Camps of NWS and PARINAM Womens Cell activities etc. for students. |
| 8. Infrastructure : | DPR submitted to Management and discussion on DPR is going on. |



Significant Contributions of IQAC.

1. Ensured the conduct of various activities according to the academic calendar.
2. Prepared a DPR for IT infrastructure and submitted the same to Management.
3. Actively participated in AISHE, NIRF & RVSA
4. Strengthened the department level PTA meetings
5. Submitted all pending files in connection with UGC XII plan GDA.
6. Executed an extension programme with the support of SSK Kerala govt - and conducted two residential programmes called - Sastra Talakam and Sastra Padham.

Thomson

Dr. Thomson K. Alex
IQAC Co-ordinator

Alex Mathew

Dr. ALEX MATHEW
PRINCIPAL

