

1st IQAC Meeting 2019-2010th May 2019

11:30 am at Principal's Chamber

Presided by Dr. Biju T. George (Principal)

Members Present:

Dr. ALEX MATHEW 
 Dr. Thuman K Alex 
 Dr. Ranin R. Nair 
 Bmil Thomas Zachariah 
 Ens Mathews 
 Sreeresh D 
 Dr Anilda Thomas 
 Gouri Kumar 
 Abraham. C.K 
 Elizabeth K George 

After going through the "action taken report" presentation, it was approved by IQAC members. The newly appointed Principal Dr. Biju T. George addressed the IQAC members. IQAC co-ordinator briefed Agenda 2020 once again in the meeting. Principal directed IQAC co-ordinator to chalk out an action plan for the same, especially for NAAC accreditation.

IQAC co-ordinator presented a proposal for Two Days Institutional level Teacher's workshop. The committee approved the proposal and gave sanction to conduct the programme on the very beginning of the academic year. The committee decided to conduct the workshop on 3rd and 4th June 2019 at College Campus. The committee entrusted the coordi-

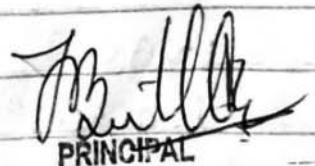
notes to set the theme and agenda as well as arrangements for the programme.

IQAC suggested to revamp College PTA and College level Alumni Association, and authorised principal to do needful arrangements for the same.

IQAC authorised the co-ordinator to prepare AQAR for the year 2018-19 and submit the same according to the directions of NAAC.

The committee authorised IQAC Co-ordinator to prepare an academic calendar for the year 2019-20 and present it on the two days workshop that planned to conduct on 3rd and 4th June 2019.

IQAC decided to inform various teaching departments to prepare and submit academic audit report on or before 30th June 2019. As well as, it also decided to inform all teacher coordinators of various clubs to submit their annual report on or before 30th June 2019.


PRINCIPAL

B.A.M. COLLEGE, THURUTHICAD



2nd IQAC Meeting 2019-20

6th June 2019

2.30 pm at College Council Room.

Presided by Dr. Biju T. George (Principal)

- Dr. ALEX MATHEW A
- Binil Thomas, Zachariah Binil
- Diya Mary Philip Diya Mary
- Dr. Archia Thomas AT
- Dr. Thomson K Alex Tom
- Dr. Rami R. Nair Rami
- ~~Abraham C.K.~~
- Ens Mathews
- Elizabeth K George Elizabeth
- Sreeresh D Sreeresh
- Girisikumar Girisikumar
- Abraham C.K. Abraham

It was informed that first IQAC meeting for the year 2019-20 was held on 10th May 2019 at 11.30 am. After going through the minutes of first meeting, it was approved by IQAC members.

Principal Dr. Biju T. George appreciated IQAC for the successful conduct of two days teachers' workshop.

IQAC co-ordinator placed the academic calendar for the year 2019-20. The members approved the calendar.

A detailed discussion on NAAC preparation was held and an action plan

for the same were drafted in the meeting.

The thrust areas of the plan were as follows:

1. Green and Clean Campus
2. Ensure proper internet connectivity in the Campus
3. Campus Beautification.
4. PTA Budget and Activities
5. Proper purified Drinking water facilities
6. Systematic and proper filing of data and documents at departments and College office
7. Solve water scarcity issues
8. Proper lighting and fans at classrooms.
9. Girls Rest room
10. Enhancement of IT infrastructure.

The committee decided to prepare a detailed budget for the infrastructure augmentation and authorised coordinators to submit the details to Management and follow discussions on the same.

In the case of IT infrastructure, Mr. Emy Mathews informed the committee that, he had followed detailed search on IT infrastructure for the College and discussed all matters in detail with the management.

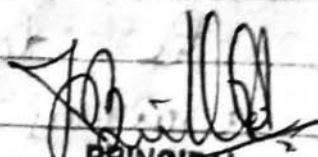
Members also remarked that our existing web space and website management is not at all a competent one, so the committee decided to purchase a dedicated

domain for the same and entrusted the principal to find out the financial support for the same.

Committee decided to change the existing admission procedure of College office and decided to ~~intervene~~ intervene in the matter and set a flow chart for the admission procedure to avoid the delay in the processing of new admissions. IQAC entrusted ~~this~~ to Mr. Sreerath D to do needful arrangements in this matter.

Committee also decided to design and print a wall calendar (Academic) and distribute it to all college students and staff. The committee entrusted the responsibility to the Coordinators.




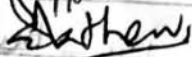

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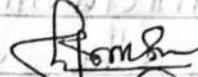
3rd IQAC Meeting 2019-20
5th September 2019

2.30 pm at Principal's Chamber.

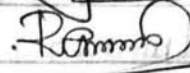
Presided by Dr. Biju T. George (Principal)


Dr. ALEX MATHEW 

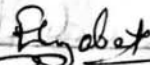
Enis Mathews 


Dr. Thomson K Alex 


Dr. Rani R. Nair

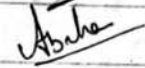


Dr. Anitha Thomas 

Elizabeth K. George 

Sreeresh D 

Girikumar 

Abraham. C.K. 

It was informed that Second IQAC meeting for the year 2019-20 was held on 6th June 2019 at 2.30 pm at College Council room. After going through the minutes of second meeting, it was approved by IQAC members.

IQAC Co-ordinator explained the developments of discussion with management on infrastructure augmentation and preparation for 3rd cycle NAAC accreditation. Co-ordinator informed that in this case the upcoming RUSA fund also cover a major portion of our augmentation plan.

Mr. Enis Mathews informed the committee that new cloud technology will be implemented by the Management in very near future as well as internet connectivity problems will

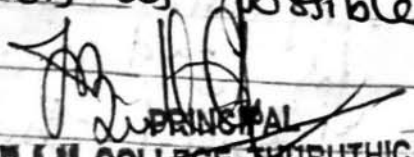
also be addressed by Management.

Mr. Sreeresh D informed the Committee that Admission procedure of this year was very smooth and gentle due to our intervention in the process. He narrated the various stages of processing of new admissions.

IQAC decided to take the responsibility to the issuance of ID Cards to the newly admitted students to avoid the delay in this matter.

As per the directions of Principal IQAC decided to take the responsibility of printing and publishing of College Handbook for the year 2019-20. The committee entrusted IQAC Co-ordinator and Mr. Ems Mathew to review the matters printed in the previous hand book and to make changes in it and to publish a newly designed Handbook as soon as possible.

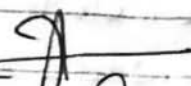




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4th IQAC Meeting 2019-20
10th December 2019

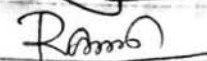
2.30 pm at Principal's Chamber


Presided by Dr. Biju T. George (Principal)

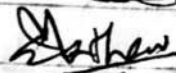
Dr. ALEX MATHEW 

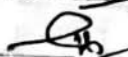
Dr. Anitha Thomas 

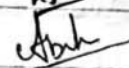
Dr. Thomas K Alex 

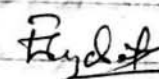
Dr. Rani R. Nair 

Shreeesh D 

Ens Mathew 

Girikumar 

Abraham. C. K. 

Elizabeth. K. George 

It was informed that 3rd IQAC meeting for the year 2019-20 was held on ~~10th~~ 5th September 2019 at 2.30 pm at Principal's Chamber. After going through the minutes of third meeting. It was approved by IQAC members.

IQAC coordinator presented a brief report on odd semester activities in the meeting. The following programmes were conducted during the period.

1. Inhouse faculty development programme named Two Days Institutional Level Teacher's workshop.

2. K. N. George Memorial lecture under the flagship of Dr. K. N. George Chair.

3. Onam Celebrations and Onasadya with the support of College Union and the entire staff of the College.

4. Co-ordinator informed that a domain name for college was purchased.
5. College union election was conducted in a very peaceful way.
6. General PTA ~~was~~ meeting was conducted.
7. Orientation programme for First year students were conducted.

Co-ordinator informed that, besides the above said programmes, NSS, NCC and other associations were conducted various curricular and Co-curricular activities.

The meeting reviewed the results of PG and UC courses and decided to strengthen the internal assessment process through various curricular tools.

The committee decided to provide domain email ids to all staff of the college.

The committee decided to conduct a staff meeting in december and entrusted college principal to fix the date and time.



[Handwritten Signature]
PRINCIPAL

B.A.M. COLLEGE, THURUTHICAD

5th IQAC Meeting 2019-20.

30th December 2019

2.30 pm at College Council Room.

Presided by Dr. Biju T. George.

Dr. ALEX MATHEW A

Dr. Anitha Thomas AT

Dr. Thomson K Alex Tomson

Ens Mathews Mathews

Elizabeth K George Elizabeth

Sreeshesh D Sreeshesh

Giri kumar Giri

Abraham G.K Abraham

Dr. Ravi R. Nair Ravi

It was informed that 4th IQAC meeting for the year 2019-20 was held on 10th December at Principal's chamber on 2.30 pm. After going through the minutes of 4th meeting, it was approved by IQAC members.

Then, Principal addressed the meeting and gave a brief explanation about the changes in IT infrastructure and formal communication channels of the college. He pointed out that all communications should be via college's domain email address - @bamcollege.ac.in, ^{wherever it is required.} He informed that such changes are progressing. He also pointed out the need of the infrastructural augmentation and the very necessity of a girls rest room. After a small discussion on IT, website, and infrastructure augmentation plans, IQAC Co-ordinators

presented a list of upcoming events / activities in the college for the academic year 2019-20.

- | Event / Activity | Proposed date |
|--|--|
| 1. SSK Camp for Humanities & Commerce Students | 17 - January |
| 2. Farewell to Retiring office Superintendent | - 22 nd January |
| 3. National Seminar on Coastal Wetlands | - 23 January |
| 4. Ash festival | - 27 th January |
| 5. Career Guidance Programme | - 8 th February |
| 6. Sasthrapedham Programme | - Before February 1 st week |
| 7. Annual sports Meet | - 14 th February |
| 8. College Day Celebrations | - 25 th February |
| 9. Seminars by Women Development Cell | - 4 th March |
| 10. Rev. Dr. T. C. George Puraskaram | - March First week |
| 11. Farewell to Retiring Teacher | - March Last week |

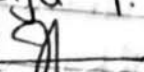
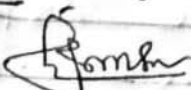
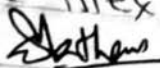

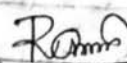
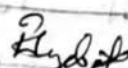



After a serious discussion, the committee decided to inform all concerned teacher in charges to systematically execute their proposed plan's within the above mentioned time line.


PRINCIPAL

6th IQAC Meeting 2019-2019th March 2020

12.30 pm at Principal's Chamber

Presided by Dr. Biju T. George (Principal)

Dr. ALEX MATHEW Dr. Thomas K Alex Ens Mathew Sreeresh D Dr. Rani R-Nair Elizabeth K George Dr. Anitha Thomas Giri Kumar Abraham C.K. 

It was informed that 5th IQAC meeting for the year 2019-20 was held at College council room on 30th December on 2.30 pm. After going through the minutes of the 5th meeting, it was approved by IQAC members.

Principal addressed the members and informed the urgency of the meeting in the context of Covid-19. He presented various govt notes in the meeting.

Then IQAC coordinator presented a brief report during the even semester activities. The committee decided to collect all detailed report and photos from the concerned teachers coordinators.

Principal also informed about the upcoming lockdown process by the

Government

The Committee entrusted IQAC Coordinators to prepare AQARs and follow the NAAC direction on AQAR Submission.

Principal informed the committee that college management is planning to revamp all facilities and academic system as well as office procedures in the upcoming months.



A handwritten signature in black ink, appearing to be "P. S. S. S.", written over the printed name of the Principal.

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IQAC - ACTION TAKEN REPORT - 2019-20

A. The IQAC in Bishop Abraham Memorial College started functioning in 11-August-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 inception.

Key initiatives taken by IQAC are as follows:

1. Prepared an academic calendar, that indicating the schedule of various college activities.

2. Teacher's diary distributed for documenting teacher activities.

3. IQAC directed all departments to conduct at least one Seminar in connection with curriam as part of association activities.

A. Sasthjalakam & Sasthpadam for High School and higher Secondary School students as an extension programme supported by SSK was held in the College.

5. IQAC supported CAC of College to organize a three day residential camp for 30 students named PARINAM 2K20 - an IQAC initiative on february 2020.

B. Plan of Action Achievements / Outcomes

1. Preparation of Academic Calendar 2019-20 Academic Calendar 2019-20 placed on IQAC meeting held on 6th June 2019.
2. Day Observations : National and International days were observed under the leadership of various clubs and associations.
3. Orientation Programmes : Conducted orientation programmes for first UG and PG students.
4. Extension programmes : Five extension programmes for school students were conducted with financial support from Govt. of Kerala.
5. Students Satisfaction Survey on institutional overall performance. SSS 2019 was successfully conducted. Feedback of students were analysed and indicated corrective action.
6. Revision of Stakeholders Feedback forms IQAC has revised the feedback forms for various stakeholders and feedback is analysed and corrective measures are taken.

7. Publication of the annual Newsletter "Beacon" of the College.

New issues of the journal were released.

8. Upgrading Campus LAN

The Campus LAN was upgraded into optical fiber LAN.

C. Significant Contributions of IQAC

1. Ensured the conduct of various activities according to the Academic Calendar.
2. Prepared a DPR for campus augmentation and submitted the same to management.
3. Actively participated in AISHE, NIRF & RUSA
4. Strengthened the feedback system with updated forms.
5. Executed five extension programmes with the support of SSK Kerala govt. and conducted residential programme for 30 selected VA students named PARINAM - 2020.
6. IQAC gives advisory and attentive support for all the activities in College in full fulfillment of its commitment to academic enrichment and community programs.

Dr. Thomson K. Alex
IQAC - Coordinator



Principal
B.A.M. COLLEGE, THURUTHICAD