

1st IQAC Meeting 2020-21

2nd June 2020 - Online Meeting due to Covid-19
Platform - MS Teams.

Principal Dr. Biju T. George presided over the meeting.

Dr. Biju T. George briefly narrated the pandemic situation in an around the BAM Campus. The meeting also expressed its condolences on the demise of Ms. Aiswarya P, 1st UG Botany student due to Covid-19 on 27th May.

IQAC Co-ordinator presented the ATR 2019-20 and it was approved by members.

The committee discussed various matters in connection with Covid-19 and discussed various measures to cope up with Covid-19. The members recognised that physical classes in this pandemic situation is not feasible and decided to think about an online platform that ensure uniformity in teaching and learning process. The committee decided to use Microsoft Teams as the official platform of teaching and learning process of BAM College.

The committee proposed to give charge to Mr. Ems Mathew to coordinate all ICT initiatives of the College and suggested him to prepare and finalize a SOP of

Conducting online classes. Committee reviewed the student's feedback 2019-20 and observed that students are not able to fully blend into online teaching practices. Therefore IQAC decided to conduct training programmes for teachers on effective online teaching methods and Microsoft Teams platform. As well as IQAC decided to prepare a video tutorial for the students to log in MS Teams.

IQAC also observed that office staff needs training on using computer for office work especially for the conduct of examinations, admissions and TCS management. Therefore IQAC decided to conduct training programme on above said areas with the help of College IT Cell.

Mr. Ems Mathews, member IQAC, presented the design of proposed website. The committee examined the features of the new design and gave slight suggestions and design was approved.

IQAC suggested to reframe the college diary and incorporate valid court orders and edit the prevailing names and capacities of teacher coordinators. IQAC coordinators presented an academic calendar for the year 2020-21 and that was discussed in the meeting.

IQAC decided to forward the same to College Council for approval.

The Committee entrusted IQAC - coordinator to prepare AQARs and follow the NAAC directions on AQAR Submission.

The following members of the IQAC were participated in the online meeting:

Dr. Biju T. George (Principal)

Dr. Thomson K Alex (IQAC coordinator)

Dr. Alex Mathew

Dr. Ebby Joseph Idicula

Dr. Rani R. Nair

Dr. Jessamma Kurian

Mr. Emy Mathews

Mr. Suresh D

Mr. Abraham C. K.

Mrs. Elizabeth K. George

Sri. Crivimoz




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S.A.M. COLLEGE, THIRUTHICAD

2nd IQAC Meeting 2020-21
 19th August 2020 - Online Meeting
 Platform - MS Teams.

2nd IQAC meeting for the Academic year 2020-21 was held on 19th August 2020 on online mode due to Covid-19 and its second wave on Kerala.

IQAC reviewed the progress of RUSA Project.

IQAC suggested to conduct online programme curricular and non-curricular for students and entrusted principal to communicate this matter to all HoDs.

IQAC entrusted principal to make sure that all ~~me~~ faculty members participate in Faculty Development Programmes, especially on online teaching and learning practices as well as on new advancement in respective ^{subject} areas of each faculty.

IQAC recognized that a physical presence of ~~get together~~ get together for onam celebrations is impossible due to Covid-19. Therefore Committee suggested to conduct an online onam programme for students and faculties. The committee entrusted principal to form a team to conduct the programme and proposed 27th August 2020 as the date for online celebration.

IQAC suggested and entrusted IT cell to create a face book account to enter into the public domain.

IQAC also reviewed the online teaching-learning practices and found that all faculties are active in the online teaching.

The following members of the IQAC were participated in the online meeting.

Dr. Biju T. George (Principal)

Dr. Thomson K. Alex (IQAC Coordinator)

Dr. Alex Mathew

Dr. Ebby Joseph Idicula

Dr. Rani R. Nair

Dr. Jessamma Kurian

Mr. Ems Mathews

Mr. Abraham C. K

Mrs Elizabeth K. George

Sri. Girikumara



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3rd IQAC Meeting 2020-21
9th September 2020 - Online Meeting
Platform - MS-Teams.

Dr. Biju T. Gedge, Principal presided over the meeting and informed that the Covid-19 is a hurdle that creating psychological issues among students. Therefore, he requested to IQAC members to communicate to students if they face any teaching-learning disabilities on online mode.

IQAC members suggested, that, as a community, BAM College has to ensure all students are getting enough data packages and digital devices. As well as members suggested to get donations from Alumni and faculties to cope up the needs of the economically poor students.

IQAC reviewed the online teaching practices and suggested to conduct ~~an~~ internal exams on online platform.

IQAC reviewed the progress of website creation and suggested to incorporate feed back forms and registration forms.

IQAC entrusted, IQAC coordinator, Mr. Su Mathew and Dr. Reni R. Nair to review and propose necessary changes in the decentralization policy of Oca College.

IQAC suggested and entrusted IQAC Co-ordinator and Dr. Rani R. Nair to accelerate the preparation of AQARs and its submission as per NAAC guide lines.

IQAC coordinator informed the members and principal that the tenure of the Committee and co-ordinationship will be end on this month. IQAC coordinator extent his gratitude to the members and principal for their cooperation and creative suggestion for all IQAC initiatives taken last two years.

The following members of the IQAC were present in the meeting

Dr. Biju T. George (Principal)
 Dr. Thomas K Alex (IQAC Coordinator)
 Dr. Alex Mathew
 Dr. Ebby Joseph Idicula
 Dr. Rani R. Nair
 Dr. Jeyamma Kurian
 Mr. Emy Mathews
 Mr. Abraham C.K.
 Mrs. Elizabeth K George



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BISHOP ABRAHAM MEMORIAL COLLEGE

(Affiliated to Mahatma Gandhi University, Kottayam & NAAC Accredited - 'B' Grade)

THURUTHICAD, KERALA 689 597

30/09/2020

Notification

The Principal of Bishop Abraham Memorial College Thuruthicad, on the recommendation of the College Council and as per the norms and guidelines of NAAC, is pleased to nominate the following Management Representatives, Faculty members, Administrative Staff and Experts from Local Community as members of the Internal quality Assurance Cell of the college for a period of 2 years w.e.f. 01st October 2020.

Members from Management

Er. Abraham J. George

Dr. Israel Thomas

Members from Teaching Staff

Dr. Alex Mathew

Dr. Anitha Thomas

Dr. Jessyamma Kurian

Dr. Ebby Joseph Idicula

Dr. Rani R. Nair

Mr. Ens Mathews

Mr. Sreeresh D.

Dr. Thomson K. Alex

Member from Administrative Staff

Mr. Abraham C. K. – Sr. Clerk

Mr. Bijil Varkey Jose – Sr. Clerk

Mrs. Elizabeth K. George - Librarian

Nominee from Local Society: Mr. Bency Alex - Member, Kalloppara Grama Panchayath

Nominee from Alumni: Sri. Giri Kumar - Alumini and Member of Kalloppara Grama Panchayath

Nominee from Students: Ms. Christina Jose – II M. Sc. Chemistry

Nominee from Stakeholders (Parent): Sri. George Koshy

Dr. Rani R. Nair is nominated as **Co-ordinator** of IQAC during this period.



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IQAC Meeting No. 4

Date: 03/11/2020

Venue: Seminar Hall

Chairperson: Dr. Bijju T. George ✓

Members present

1. Abraham George Am
2. Dr. ALEX MATHEW Alex
3. Dr. Thomson K. Alex Thomson
4. Abrahams. C.K. Abraham
5. Ens Mathews Mathew
6. Bijil Varkey Jose Bijil
7. Monachen Varkey Monachen
8. Dr. Archana Thomas Archana
9. Dr. Ravi R. Nair Ravi
10. Ebbv Joseph Idicula Ebbv
11. Sreeresh D Sreeresh
12. Elizabeth K George Elizabeth
13. Giri Kumar Giri

Principal addressed the members and explained the measures taken as per covid protocol.

The members approved the minutes of the previous IQAC meeting held on 09/09/2020 in online mode due to covid pandemic.

The IQAC coordinator proposed a list of committees of the teaching faculty to strengthen the decentralization policies of the institutions. The newly proposed committees are Academic committee, Media & Publications, Committee for Endowment & Puraskaram, Co-curricular activities committee and Assessment and Accreditation coordination team. The meeting discussed the proposal and entrusted the principal and IQAC coordinator to nominate teaching faculty into newly proposed committees and reconstitute the existing ones according

to the new framework.

The members entrusted Dr. Rani R. Nair to submit the pending AQARs for the academic year 2018-19 and 2019-20 before 31st May 2021.

Decided to conduct an off-line orientation programme to 1st UG and 1st PG students when the regular classes start after covid lock-down.

The meeting also discussed about the successful conduct of the orientation programmes given to teaching and non-teaching staff by IQAC. In continuation to the faculty orientation programme the members entrusted Dr. Rani R. Nair and Mr. Ess Mathews for the conduct of an online faculty development Programme in the national level applicable for the Career Advancement Scheme (CAS) adopted by the university as per UGC regulations for the promotion of the teaching faculty.

The committee congratulated the college ICT team on their commendable job which enabled the institution to start online teaching in Microsoft Teams with a short notice from IQAC as per the instruction of the government of Kerala.

ICT coordinator, Mr. Ess Mathews informed the committee about the launching of the new website of the institution.




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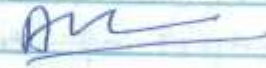
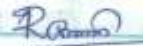


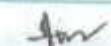







IQAC meeting No: 5

Date: 30/03/2021

Venue: Seminar Hall

Chairperson: Dr. Biju T. George

Members present

1. Abraham T. George 
2. Dr. Rani R. Nair 
3. Ens Matthews 
4. Dr. ALEX MATHÉW 
5. Dr. Ebby Joseph Idicula 
6. Dr. Jengamma Kurian 
7. Sreesh D 
8. Abraham C.K 
9. Gizi kumar 
10. Elizabeth K George 
11. Bency Alex 
12. Bijil Varkey Jose 

Principal addressed the members and gave an introduction about the subcommittee's meetings and agenda of the present meeting.

Members approved the minutes of the previous meeting held on 03/11/2020 in the college seminar hall.

IQAC coordinator presented the list of newly formed committees and the details of the reconstituted committees. The IQAC approved the list after discussion and decided to send to college council for ratification.

IQAC reviewed the progress of NAAC related works and suggested to constitute a team for each criterion.

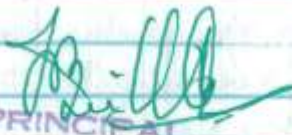
IQAC entrusted IQAC coordinator to prepare a road map for SSR preparation.

IQAC entrusted Dr. Ebby Joseph Idicula to organize a seminar on NAAC criteria.

IQAC coordinator reported the submission of AQAR (2018-19) on 26/03/2021. Also informed the submission of NIRE 2021.

IQAC coordinator presented the report on the conduct of an online FDP in association with GAD-TLC of MHRD.




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ACTION TAKEN REPORT 2020-21

Contributions of IQAC are as follows.

1. Prepared an academic calendar including the schedule of all the activities of the institution.
2. IQAC instructed all the departments to take necessary measures to cope up with COVID-19.
3. Since the physical classes are not feasible due the pandemic, committee decided to start online classes and appointed Mr. Ens Mathews to coordinate all ICT initiatives of the campus.
4. Decided to use Microsoft Teams as the official platform of teaching and learning.
5. Decided to conduct orientation classes to teaching and administrative staff.
6. Decided to reframe the college diary.
7. Onam celebration in online mode
8. Staff and alumni support to economically backward students
9. Decided to strengthen the decentralization policies of the institution.
10. Submission of pending AQARs.

Plan of Action - Achievements/Outcomes

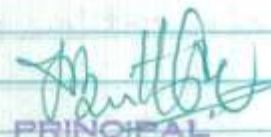
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|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| 1. Preparation of academic calendar 2020-21 | Prepared the academic calendar. |
| 2. Measures against COVID-19 | Took the measures as per the instruction of the Govt. |
| 3. Implementation of online teaching platform | Implemented Microsoft Teams as the official platform for teaching & learning process. |
| 4. Orientation programmes. | Conducted two programmes for teaching faculty, and one for administrative staff and one for UG & PG students. |

5. Day observations - National & international days were observed by various clubs and associations in online mode.
6. Faculty Development programme - Organized a national level FDP in association with GAD-TLC under MHRS (Two week online FDP)
7. Extension activities - Several activities to help society during COVID-19 pan and election (central & state) were done by the college, NC and NSS.
8. Strengthening of decentralization policy - Constituted different committees and reconstituted existing committees to strengthen the decentralization policies of the institution.
9. Submission of pending AQARs - Submitted 2018-19 AQAR on 26/03/2021.
10. New website for the college - College ICT team could launch new website of the college.
11. Onam celebration - Conducted online onam celebration.
12. Support to economically backward students - Staff association of the institution gave digital devices to financially backward students and provided packages with the help of the alumni.



Dr. Rani R. Nair
IQAC - Coordinator





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