



# ST. JOSEPH'S COLLEGE JAKHAMA

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Ref. No. ....

Date .....

11/07/2018

## SUB: IQAC Meeting

Dear Rev.Sister,

Greetings from the Internal Quality Assurance Cell (IQAC) of St.Joseph's College Jakhama!!

As you know IQAC aims at being instrumental in attaining realistic quality benchmarks for academics and administrative activities of the college. It will also help the institution to grow with sustaining quality.

This is to invite your valuable presence at the first IQAC meeting of the year 2018, at 10 am on Saturday, (14/07/2018) to be held at the Conference Hall of the college which will be followed by lunch.

Yours sincerely

Fr.George Antony

(Co-Ordinator IQAC)

*St. Joseph's College, Jakhama*

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Agenda

- Prayer
- Introduction.
- Back ground to todays meeting.
- The New NAAC approach
- Implications.
- Segments
- Thrust.
- Divisions
  
- Our own set up and the future thrust
- Varia
- Next Meeting
- Concluding words

## **Report of the IQAC Meeting held on 14/07/2018**

There were 25 members present out of 29 for the meeting. The meeting commenced with a prayer pronounced by Fr. Boniface SJ.

The Chairperson, Fr. Sebastian briefed the members about the latest version of the SSR and challenges that pose before us. He emphasized the urgency of documentation. Though it's a taking taking process, it is imperative he stated to stay with an A Grade. He put forward the mind-boggling challenge to keep running with the time. Students are the focus in the new system of education. And it is imperative that teachers to bear in mind the fact that in the new system of NAAC assessment 'the student are the major stakeholders'. 60% of students feedback outweighs other criteria. Each one is responsible he added.

The chairperson, explained at length, the requisites for the AAA assessment. He affirmed that we have the credentials at the same time there are areas to be developed. He highlighted the Future Thrust of the college. The monthly meeting with the HoDs have played a significant role he stated. And we have a credible documentation on the same he added.

Newly constituted IQAC team was welcomed and appreciated. Latest inputs are adopted. We need a detailed training on documentation for five years the chairman added. In this regard, he stated, ours will be the 'First college to start with new rules of IQAC norms'.

He explained about the necessary preparation to be done for the visit of AAA team and the UGC team.

**IQAC is the brain of SJC. 7 principles of NAAC**

Visit of AAA and the programme on the day proper was discussed.

Our preparedness on the day of visit was also discussed. Mr. Jose the staff superintendent was entrusted with the duty of downloading the new policies of IQAC and sending to all the members.

Speaking on the vision of the college the chairman added saying 'ours should be a learning centre'...'we need to build up our strength'

A Meaningful tie up with outside institutions where we share the credits of both the parties was discussed. The concept of Online interviews was deliberated. It becomes more operational when the institution becomes autonomous added Fr. Sebastian. There is a Need to be connected internationally he added.

**Underlined the importance of FUTURE THRUST..**

Fr. Boniface enquired the process about BA Bed course.

HODs are highly recommended to promote research in their respective areas and to break the mind-set to do the research.

The chairman reminded the HoDs to prepare the SWOC analysis with critical questions and update the documentation.

Recycling and waste management issues were raised by Fr. George.

Fr. Boniface is requested to see to the possibilities to give guidance to the mentors.

An orientation programme for the teachers was discussed.

Updating and documenting the clubs and associations was informed by Fr. Sebastian. The Annual reports should be given if not the concerned the clubs and associations will be cancelled.

The need for PG hostel was discussed but we have lack of funds replied the chairman.

The requirement of WIFI was raised by Mr. Saju.

The topics of renewable energy, solar energy, water harvesting etc were discussed.

Mr. Norbert agreed to contact the Chinese agency.

The position of the language lab, interactive board was explained by Fr. Benny.

Talking about the integration of student, Fr. George Suggested to think broadly in terms of National integration with organizations like NCC and NSS. He added saying 'we need to go beyond. Our students are good but we need to transcend the rote method of study.

The concern for the differently abled students and the disaster management was raised.

The meeting concluded with a reminder to be adequate prepared for the UGC Team visit and the need for Team work.

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14<sup>th</sup> July 2018

## St. Joseph's College, Jakhama

### INTERNAL QUALITY ASSURANCE CELL (IQAC) Meeting:

| <u>Names</u>                   | <u>Designation</u> | <u>Signature</u>   |
|--------------------------------|--------------------|--|
| 1. Fr. Sebastian Ousepparampil | Chairperson        |                        |
| 2. Fr. George Antony           | Co-Ordinator       |  |
| 3. Fr. Joseph Mariadhas        | Co-Ordinator       |                        |
| 4. Sr. Kaisa Rosalind          | Vice Principal     |                        |
| 5. Fr. Benny Varghese          | Administrator      |  bennykohima@gmail.com |
| 6. Sr. Susai Mary              | Dean of Science    |  |
| 7. Mr. Saju Mathew             | HoD Economics      |  14/7                |
| 8. Mr. Dihe Mao                | HoD Pol.Science    |  |
| 9. Mrs. Thejanuo               | HoD Commerce       |  12/7/18             |
| 10. Mr. Zeneikho Pfukha        | HoD History        |                      |
| 11. Ms. Medonuo Pienyu         | HoD Sociology      |  14/7/18            |
| 12. Mr. James H.K              | HoD English        |  14/7/18             |
| 13. Mr. Tabrej                 | Director BBA       |  14/7/18             |
| 14. Mr. Sanjib Katuwal         | HoD Chemistry      |  14/7                |

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|-----------------------------|-----------------------|---|
| 15. Mrs. Payal Bose         | HoD Botany            |   |
| 16. Dr. Ramita              | HoD Zoology           |    |
| 17. Ms. Vilavonuo M. Kulnu  | HoD Education         |   |
| 18. Fr. Joy Thomas          | Librarian             |   |
| 19. Mr. S. Kampu            | Assistant Librarian   |    |
| 20. Mr. Jose K. Joseph      | Office Superintendent |    |
| 21. President               | Student's Council     |    |
| 22. Secretary               | Student's Council     |    |
| 23. Mr. Gopiaraman Singh    | Head, Computer Sc.    |  |
| 24. Fr. Boniface:           | Counsellor            |  |
| 25. Dr. Nobert Noraho       | Stakeholder           |    |
| 26. Dr. N. Veronica         | Senior Adm. officer:  |  |
| 27. Mr. Kezhadeho           | Nominee local society |   |
| 28. Ms. Wede-ü Mero         | Alumni Executive      |  |
| 29. Mr. Moatongit Longkumer |                       |   |