



DON BOSCO ARTS AND SCIENCE COLLEGE

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Date: 02-08-2018

IQAC – Minutes of the Meeting Academic Year - 2018-19

AGENDA: Annual Academic Planning

1. Social Commitment Plans
2. Examination
3. Union Election
4. PTA General body meeting
5. NAAC SSR submission

IQAC MEMBERS PRESENT

SL No	Name of Faculty	Name of Department
1.	Fr. Dr Thomas K.O.	Manager
2.	Fr. Dr Francis Karackat	Principal
3.	Fr. Dr. Johny Jose	NAAC Chief Consultant
4.	Fr. Shibu Davis	Vice-Principal
5.	Dr. Fr. Biju J Nellissery	IQAC Coordinator
6.	Cibal Prems	Department of Journalism
7.	Bijo Joseph	Department of Social Work
8.	Sarath Krishnan	Department of English
9.	Josna Thomas	Department of Mathematics
10.	Janis Maria Antony	Department of Psychology
11.	Nishamol N.V	Department of Commerce
12.	Athira P	Department of Management
13.	Sindhu P M	Department of Computer
14.	Shijo Thomas	Librarian
15.	Babu Grigorious	Administrative Officer
16.	Sony Thomas	IQAC Secretary
17.	Biju S	External Member
18.	Ranjith NPC	Chief Editor, Malayala Manorama
19.	Nandan P.K	PTA Vice-President
20.	Jerom Jaison	College Union Chairman
21.	ALveena George	College Union Vice- Chairperson

Co-ordinator of IQAC welcomed all the members present. Then the following agenda was discussed.

1. Social Commitment :

Collect contributions from students & teachers for relief activities and then hand over to the local self-government body, i.e., the Ayyankunnu Panchayath for coordinating the relief activities.

2. Examination :

Timely completion of syllabus by the teachers.

3. Union Election:

To constitute a committee for conducting union election.

4. PTA General Body Meeting :

Decision was taken to conduct PTA General body meeting on September.

5. NAAC SSR Submission:

Various committees were formed with senior teachers and members of the IQAC in charge of the seven criteria to work on the collection and compilation of data for the SSR.