



# **DON BOSCO ARTS AND SCIENCE COLLEGE**

Angadikadavu P.O., Kannur Dt., Kerala - 670 706

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## **IQAC – Minutes of the Meeting**

### **Academic Year - 2018-19**

#### **AGENDA: Annual Academic Planning**

1. NAAC Orientation Programme
2. Morning message
3. Civically responsible
4. Admission updates for the year 2018-19
5. Unique practices of the College
6. FEST/Competition organized by the college
7. Faculty quality related matters
8. Retreat & Personality Development Training for the students
9. Hosting Inter Collegiate Programmes
10. Gender Equity
11. Anti Ragging Awareness Class
12. Celebration of significant days-senior citizen

## IQAC MEMBERS PRESENT

<b>SL No</b>	<b>Name of Faculty</b>	<b>Name of Department</b>
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.	Fr. Benny Christudas	Department of Journalism
6.	Zhaviarkutty Francis	Department of Social Work
7.	Harsha Vincent	Department of English
8.	Josna Thomas	Department of Mathematics
9.	Jitheshmon Mullol	Department of Commerce
10.	Irine Tresesa Francis	Department of Management
11.	Hebin Layola	Department of Computer
12.	Shijo Thomas	Librarian
13.	Babu Grigorious	Administrative Officer
14.	Sony Thomas	IQAC Secretary
15.	Biju S	External Member
16.	Nandan P.K	PTA Vice-President
17.	Sr. Daisylet T	Department of Commerce
18.	Cibel Prems	Department of Journalism
19.	Shijina KV	Department of English

The meeting was chaired by the Principal Fr. Dr Francis Karackat.

The meeting discussed about:

**1. NAAC orientation class:**

The committee decided to conduct orientation programme for all the faculty members by Dr. Ayyapa Das on 13<sup>th</sup> October, 2018

**2. Morning Message:**

The meeting decided to give opportunity to the students to deliver morning talks, so that they could improve their language skills.

Students shall be encouraged to give a small talk on their topic of interest on everyday during the first hour.

**3. Civically Responsible:**

A deserving family has to be found out to offer Snehaveedu to be constructed by the NSS

**4. Admission updates for the year 2018-19:**

Mr. Babu Grigorious, the administrative officer gave a briefing of the Admission Status for all the academic programmes for the year 2018-19.

**5. Unique practices of the College:**

The meeting decided to adopt a tribal colony for uplifting their standard of living including education of their children.

**6. Fests/ Competition organized by the college:**

- Department of English decided to organize the literary fest, SLATE in the current academic year.
- The Post graduate Dept.of English decided to organize Spelling Bee (DISBEE) for the high school and higher secondary school students of North Kerala.

**7. Faculty quality related matters:**

The achievements of the faculty members were recognized in the meeting. Deepthy Joseph and Simmy P.V, from the dept. of commerce who secured NET were appreciated by the team.

**8. Retreat and Value education program:**

A three day retreat will be conducted for all the catholic students during the second week of December 2018 by a team from Br. Jiby, Christeen Team. College Management jointly

with Jesus Youth team should arrange motivational and spiritual guidance sessions to all the participants of the retreat.

Value Education Sessions will be organized for the Non Catholics on the same days.

**9. Hosting Inter Collegiate Programmes:**

The college decided to host intercollegiate fests and university level programmes like Chess, Tug of War etc...

**10. Gender Equity:**

To conscientise students about the need to understand and appreciate plurality and promote gender justice the dept. of Social Work planned to organize various programmes.

**11. Anti Ragging Awareness Class:**

It was decided to organize anti-ragging awareness programmes for the students. The committee decided to invite Prince Abraham, DYSP Kalpetta for the programme.

**12. Celebration of significant days:**

Decision was taken regarding the organization of programmes on days of importance.