



DON BOSCO ARTS AND SCIENCE COLLEGE

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Date: 18-05-2018

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

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.	Fr. Dr. 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

The meeting was chaired by the Principal Fr. Dr Biju J Nellissery (IQAC Co-ordinator).

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 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 Snehavedu 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 Mr. Prince Abraham, DYSP Kalpetta for the programme.

12. Celebration of significant days:

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