



2nd IQAC MEETING MINUTES

DATE: Friday, 12th June 2015 @ 1.30 p.m.

VENUE: PRINCIPAL'S OFFICE

The 2nd IQAC meeting was held in the Principal's office on 12th June 2015. The following members attended the meeting:

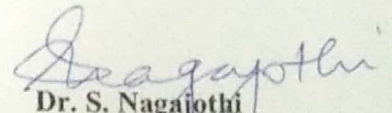
1. Dr. Fatima Vasanth, Principal
2. Dr. Geetha Rufus, Vice Principal
3. Mrs. Anandapriya, Coordinator- Academics Affairs
4. Mrs. Meena, Coordinator – Students Affairs
5. Dr. Nagajothi, IQAC Coordinator
6. Mrs. Lenora Vieyra, Coordinator - Training & Development
7. Bronwen Joseph – Administrative Staff Representative

Agenda:

1. Review of Admission for new programmes
2. Faculty development program
3. 15th College anniversary celebration
4. Patrician College Empowerment Cell
5. Conduct of workshops and seminars.
6. Recommendation for biometric attendance

Minutes of the Meeting:

1. Admission status for three new UG academic programmes namely, Social Work, Psychology and Maths were reviewed. HODs of Social work and Psychology were instructed to publicise the course more intensely. B.Sc mathematics admission progression was satisfactory.
2. Faculty development programme was decided to be conducted in the end of June.
3. 15th College Anniversary Celebrations (Quindecennial) was decided to be celebrated on 1st August to mark the completion of 15 years in education and also to acknowledge the NAAC certification to the institution.
4. It was decided to strengthen Patrician College Empowerment Cell to conduct employability skill programs. It was resolved to conduct Certificate course in communication skills for all the first year UG students.
5. The Principal recommended for conduct of workshops and conferences in respective disciplines and proposals were invited for the same.
6. As a step towards e-governance, it was proposed to record Faculty attendance through biometric system.


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3rd IQAC MEETING MINUTES

DATE: Wednesday, 25th November 2015 @ 12.00 p.m.

VENUE: AV ROOM

The 3rd IQAC meeting was held in the AV room on 25th November 2015. The following members attended the meeting:

8. Dr. Fatima Vasanth, Principal
9. Dr. Geetha Rufus, Vice Principal
10. Mrs. Anandapriya, Coordinator – Academic Affairs
11. Mrs. Meena, Coordinator – Student Affairs
12. Dr. Nagajothi, IQAC Coordinator
13. Mrs. Lenora Vieyara, Coordinator - Training & Development
14. Mrs. Bronwen Joseph, Administrative Staff Representative

Agenda:

- Upgradation of infrastructure
- ICT enabled class rooms
- Recognition of Distinguished alumni
- Skill Development Program

Minutes of the meeting held on 25th November 2015;

1. Installation on solar panels and RO plant was proposed by IQAC
2. To make teaching learning more effective it was suggested to adopt ICT mode of teaching and installation of smart board and projectors was recommended.
3. To strengthen the institution alumni linkage, Principal suggested acknowledging the distinguished alumni of the various departments by introducing Alumni Awards and HODs were asked to identify the deserving candidate.
4. PCEC proposed a workshop on Skill development for self employment and a certificate program on financial marketing.

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