

## IQAC MEETING REPORT 04/08/2023

### Report

#### DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY (DiST) Internal Quality Assurance Cell (IQAC) Executive Meeting Meeting Report

Date: 04-08-2023

Venue: DiST, Board Room

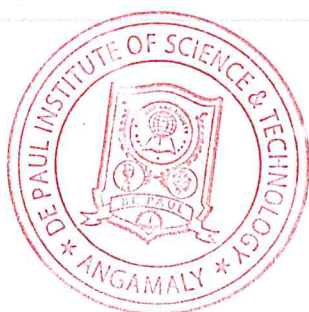
Time: 2.00 PM

#### Agenda

1. Welcome
2. Report reading
3. Presidential address
4. Onam Celebration & Onam Holidays
5. New Physical Director
6. New Education Policy -- Seminar
7. Village Adoption
8. NSS & DES
9. PG Farewell
10. Lesson Plan Preparation
11. Sahapadikkorru Veedu
12. College website updating
13. New course plan
14. College discipline & infrastructure changes
15. Holy mass time
16. Strategic Planning Committee
17. General discussion
18. Vote of Thanks

#### Detailed Report


1. Assistant Professor Asha Sebastian IQAC member, warmly welcomed all participants at the meeting.
2. The meeting report garnered approval following a meticulous review conducted by Ms.Regha P.Antony, the Secretary of the Internal Quality Assurance Cell (IQAC).
3. In the meeting, Principal Fr. (Dr.) Johny Chacko Mangalath V C took command of the proceedings, overseeing and delivering a keynote presentation.
4. The principal formally declared the Onam holidays, commencing on the 25th of August, following the college's Onam celebrations. The scheduled reopening date for the college is set for the 4th of September 2023.
5. The head of the institution officially communicated the appointment of the new Physical Director, effective from the 11th of August 2023.
6. The management encouraged departmental staff to participate in a seminar on the 'New Education Policy' at Morning Star Home Science College on August 14, 2023.
7. The council deliberated on the ambitious initiative to adopt a village, subsequently establishing a committee tasked with investigating the project's feasibility. The committee, led by Vice Principal Rev. Dr. Norvy Vithayathil VC, will comprise Dr.




FR. (DR.) JOHNY CHACKO MANGALATH  
PRINCIPAL  
DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY  
ANGAMALY SOUTH - 683 573, KERALA

Ambily Pramitha, along with representatives from both the social work and NSS sectors serving as team members.

8. The principal articulated his expectations regarding the activities of the DES and NSS units. The responsibility of overseeing DES was entrusted to Rev. Dr. Norvy Vithayathil VC. Additionally, the principal conveyed plans aimed at enhancing the relevance of NSS unit activities.
  9. Council members discussed the farewell function for outgoing PG students and reached a decision to organize the event for all graduating PG batches. The AMC, collectively as a body, will be responsible for coordinating and conducting the event. Professional Educator Solomon John will lead the organizing team, with the inclusion of all Heads of Departments as team members.
  10. The discussion on lesson plan preparation proceeded smoothly, with the management advising all teaching staff to develop comprehensive lesson plans spanning 50-60 hours. Also, deliberated on the effective utilization of time between 3:30 PM to 4:30 PM on campus. To ensure uniformity in scheduling during this time period, the management requested Associate Professor Jacob Thaliyan to take the lead.
  11. Rev. Dr. Norvy Vithayathil VC provided a comprehensive overview of the current status and progress of the Sahapadikkorru Veedu project. The principal highlighted plans to align the Sahapadikkorru Veedu project with the house project of the Kochoseph Chittilappilly Foundations for enhanced collaboration and synergies.
  12. The principal issued a reminder to the Heads of Departments (HoDs) regarding the update of the college website. HoDs were instructed to provide the necessary data to the System Administrator by the 18th of August. Additionally, the principal requested HoDs to supervise the implementation of changes on the website.
  13. The council discussed and extended an invitation to submit suggestions for new course plans.
  14. The principal addressed the comprehensive aspect of college discipline and delineated plans for infrastructural enhancements.
  15. The council recommended an adjustment to the timing of the monthly Holy Mass.
  16. During the session, Dr. Geo Baby delivered a presentation outlining the vision, mission, and objectives of the newly formed Strategic Planning Committee
- The meeting concluded at 4:30 p.m., with Ms. Sunitha Benoy, IQAC Coordinator, delivering the vote of thanks.



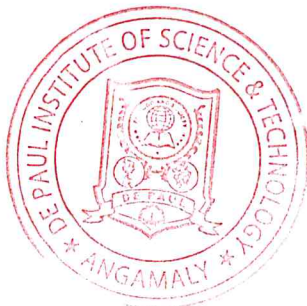
Ms. Regha P. Antony  
IQAC Secretary



Ms. Sunitha Benoy  
IQAC Coordinator



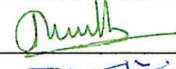

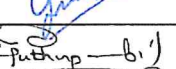
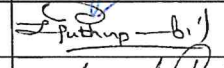
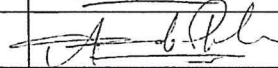
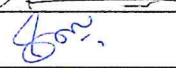

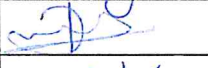
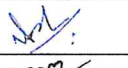

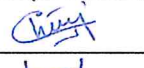
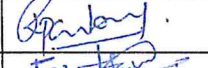

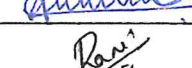
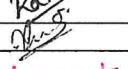
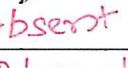


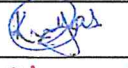
Fr. (Dr.) Johny Chacko Mangalath  
Chairperson

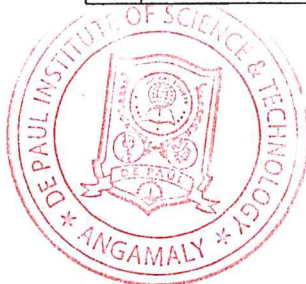


FR. (DR.) JOHNY CHACKO MANGALATH  
PRINCIPAL  
DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY  
ANGAMALY SOUTH - 683 573, KERALA



## Attendance

DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY (DiST)			
<u>Internal Quality Assurance Cell (IQAC) Executive Meeting -Second Cycle</u>			
<u>Attendance</u>			
	<u>Date: 04.08.2023</u>		<u>Time: 2.30 PM</u>
	<u>Venue: DiST, Board Room</u>		
No.	NAME	DESIGNATION	SIGNATURE
1	FR. (DR.) JOHNY CHACKO MANGALATH VC	Chairperson / Principal	
2	FR. MATHEW MALIECKAL VC	Vice Principal	
3	FR. (DR.) NORVY VITHAYATHIL V C	Vice-Principal	
4	FR. LINDO PUTHUPARAMBIL VC	Finance Director / Management Representative	
5	MR JACOB THALIYAN (NAAC Coordinator)	Head of the Department	
6	MS. SUNITHA BENOY (IQAC Coordinator)	Assistant professor	
7	MS JITHA JOSE (Head- Criteria 1)	Assistant professor	
8	MS. DINUMOL (Head- Criteria 2)	Assistant professor	
9	MS. ASHA SEBASTIAN (Head- Criteria 3)	Assistant professor	
10	MR. ABHILASH (Head- Criteria 4)	Assistant professor	
11	MS. CHINJU CJ (Head- Criteria 5)	Assistant professor	
12	MS. REGHA P ANTONY (Head- Criteria 6)& IQAC Secretary	Assistant professor	
13	DR. JESSY (Head- Criteria 7)	Head of the Department	
14	MS JANCY JOHNY (IQAC Member)	Office Superintendent	
15	MS RANI MARTIN (IQAC Member)	Librarian	
16	MS VINILA (IQAC Member)	Receptionist	
17	MS AJITHA TEACHER (IQAC Member)	Ward Councillor	Absent
18	MR SAJI KODANKANDATH (IQAC Member)	Executive Director, CIAL, Kochi	Absent
19	SIBICHEN MATHEW (IQAC Member)	PTA Representative	
20	MR JITHU GEORGE (IQAC Member)	Alumni Member	Absent
21	MR. ATHUL HARI (MBA22) (IQAC Member)	Student Representative	
22	MR. KISHORE M (BCA22) (IQAC Member)	Student Representative	
23	MR. M P ANTONY	President, Kerala Social Work Association	Absent



FR. (DR.) JOHNY CHACKO MANGALATH  
PRINCIPAL  
DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY  
ANGAMALY SOUTH - 683 573, KERALA