

DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY (DiST)

Internal Quality Assurance Cell (IQAC) Executive Meeting

Meeting Report

Date: 17-06-2021

Time: 3.00 PM

Venue: Online in WebEx Platform

Agenda

1. Welcome
2. Report reading
3. Presidential address
4. Academic Retreat 28, 29 May 2021 Evaluation
5. More enrolment in MOOC (NPTEL, Swayam)
6. Club and Association activities
7. Change in Online class timing
8. Open Courses
9. Value education Classes
10. DQAC meetings
11. Use of digital Library
12. Starting of new programmes
13. Any relevant matters to be discussed
14. Vote of Thanks

Detailed Report

1. All IQAC participants were warmly welcomed by Anuja Das P M, NAAC Criterion 2 coordinator.
2. The last meeting report was approved after being read by IQAC Secretary Ms. Revathy T.S.
3. Principal Dr. Unni C J addressed the advancement of NAAC-related tasks and activities in his presidential speech.
4. The administrator, Rev. Fr. George Pottayil V C, outlines the need for additional placements and discipline on campus.
5. Mr. Jacob Thaliyan, the IQAC Coordinator, focused on the agenda and spoke about the following topics:
 - Following an evaluation of the results of the academic retreat held on May 28 and 29, 2021, it was decided that it would be best to proceed with the planned activities.
 - At the meeting, it was determined to encourage all students, especially PG students in their final year, to sign up for MOOC courses in order to increase student enrollment.

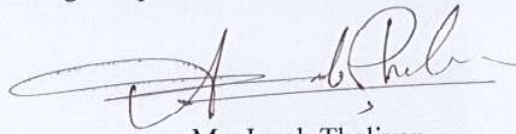
- To expand the number of extracurricular activities and make the campus lively, it was mandated that each club and association hold at least two events annually.
- According to the new government regulation in this pandemic circumstance, online lessons will henceforth be offered from 8.30 am to 1.30 pm.
- The meeting decided to commence Value Education classes at the start of the academic year after discussing their significance.
- The meeting urged that DQAC meetings be held each month and that IQAC get the report.
- It was suggested to teachers to set assignments and seminar subjects that would encourage students to consult books, hence increasing the usage of digital libraries.
- The meeting was decided to ask all the departments to check the possibility of starting new courses.

6. All faculty members have been instructed to regularly solicit students' feedback in order to understand their challenges with the online session.


7. Mr. Subin George, the NAAC Criterion 7 Coordinator, gave the vote of appreciation to conclude the IQAC meeting at 4 p.m.



Ms. Revathy T.S
IQAC Secretary



Mr. Jacob Thaliyan
IQAC Coordinator



Dr. Unny C J
Chairperson



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No.	NAME	DESIGNATION	SIGNATURE
1	DR. UNNY C J	Chairperson / Principal	✓
2	FR. GEORGE POTAYYIL	Director / Management Representative	✓
3	FR. LINDO PUTHUPARAMBIL	Finance Director / Management Representative	✓
4	MR JACOB THALIYAN	NAAC Coordinator	✓
5	MR ANOSH PAUL	NAAC Asst. Coordinator	✓
6	DR. GEO BABY	Director, SM	✓
7	MS JISMY VARGHESE	Asst. Professor	✓
8	MR SUBIN GEORGE	Asst. Professor	✓
9	MS SUNITHA BENOY	Asst. Professor	✓
10	MS ASWATHY K R	Asst. Professor	✓
11	MR AJESH T A	Asst. Professor	✓
12	MS ANUJA DAS P.M.	Asst. Professor	✓
13	MS REVATHY T.S	Asst. Professor	✓
14	MR DENNY DEVASSY	NAAC Office Secretary	✓
15	MS JANCY JOHNY	Office Superintendent	✓
16	MS RANI MARTIN	Librarian	✓
17	AJITHA TEACHER	Ward Councillor	ABSENT
18	MS VIDYA NARAYANAN	Regional Manager HR, Carnival Group	ABSENT
19	MR SAJI KODANKANDATH	Executive Director, CIAL, Kochi	ABSENT
20	MR M N RAMU	PTA Vicepresident	✓
21	MR JITHU GEORGE	Alumni Member	ABSENT
22	NAVEEN K BEJOY	MBA 2019	✓
23	JESNA THOMAS	M.COM 2020	✓