

DE PAUL INSTITUTE OF SCIENCE & TECHNOLOGY (DiST)

Internal Quality Assurance Cell (IQAC) Executive Meeting

Meeting Report

Date: 28-04-2022

Time: 3.00 PM

Venue: DiST, Board Room

Agenda

Agenda

1. Welcome
2. Report reading
3. Presidential address
4. NAAC Registration and IIQA preparation.
5. Academic Retreat
6. Academic plan and calendar preparation
7. Alumni gathering
8. Staff timing
9. Starting of value education classes and mentoring
10. Job Fair
11. College Fest D'Ignito
12. Any relevant matters to be discussed
13. Vote of Thanks

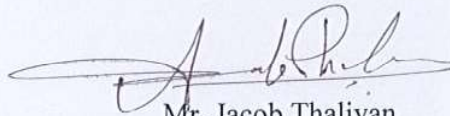
Detailed Report

1. All of the IQAC members were warmly welcomed by Ms. Sunitha Benoy, the NAAC Criterion 3 Coordinator.
2. After reading the report from the previous sessions, IQAC Secretary Ms. Revathy T.S. received praise.
3. Meeting chair and principal Dr. Unni C. J. gave the keynote presentation.
4. The Rev. Fr. George Pottayil V C gave his thoughts on the DiST's future operations.
5. The following topics on the agenda were discussed:
 - The meeting decided to make May 13, 2022, the deadline for NAAC registration and for completing the IIQA. The meeting also assessed the data collecting and SSR report's progress.
 - Following a brief debate, the academic retreat was scheduled for the third and fourth of July of 2022.

- The academic plan and calendar for the academic year 2022–2023 were reviewed at the meeting, and it was agreed to submit them one week before to the academic retreat.
 - Nostalgia: It was planned to have the annual alumni meet on May 8, 2022.
 - The working hours for the teaching and non-teaching personnel have been changed to 9 a.m. to 4.30 p.m. and 9 a.m. to 5 p.m., respectively.
 - Mentoring and value education classes would commence at the start of each semester.
 - Made the decision to have a job fair in June or July 2022.
 - The intercollegiate festival Dignito was also covered during the meeting.
6. The NAAC Criterion 2 Coordinator's vote of gratitude brought the IQAC meeting to a close at 4:30 p.m., and the members left in expectation of another productive meeting shortly.



Ms. Revathy T.S
IQAC Secretary



Mr. Jacob Thaliyan
IQAC Coordinator



Dr. Unny C J
Chairperson



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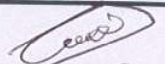
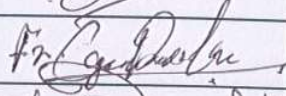
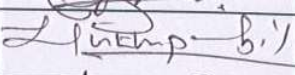
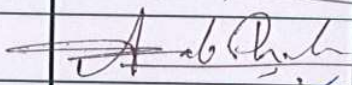
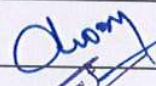
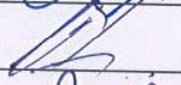
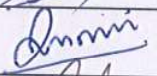
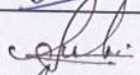
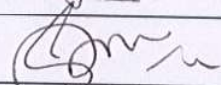
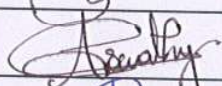

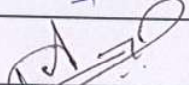
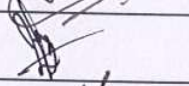
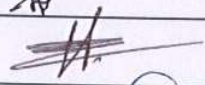
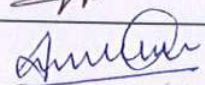
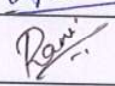
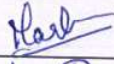
Internal Quality Assurance Cell (IOAC) Executive Meeting

Attendance

Date: 28-04-2022

Time: 3.00 PM

Venue: DiST, Board Room

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 GEORGE XAVIER	PTA Vicepresident	ABSENT
21	MR JITHU GEORGE	Alumni Member	ABSENT.
22	MARTIN LOUIS	IMCA 2018	
23	ATHIRA PIUS	MA JMC 2021	