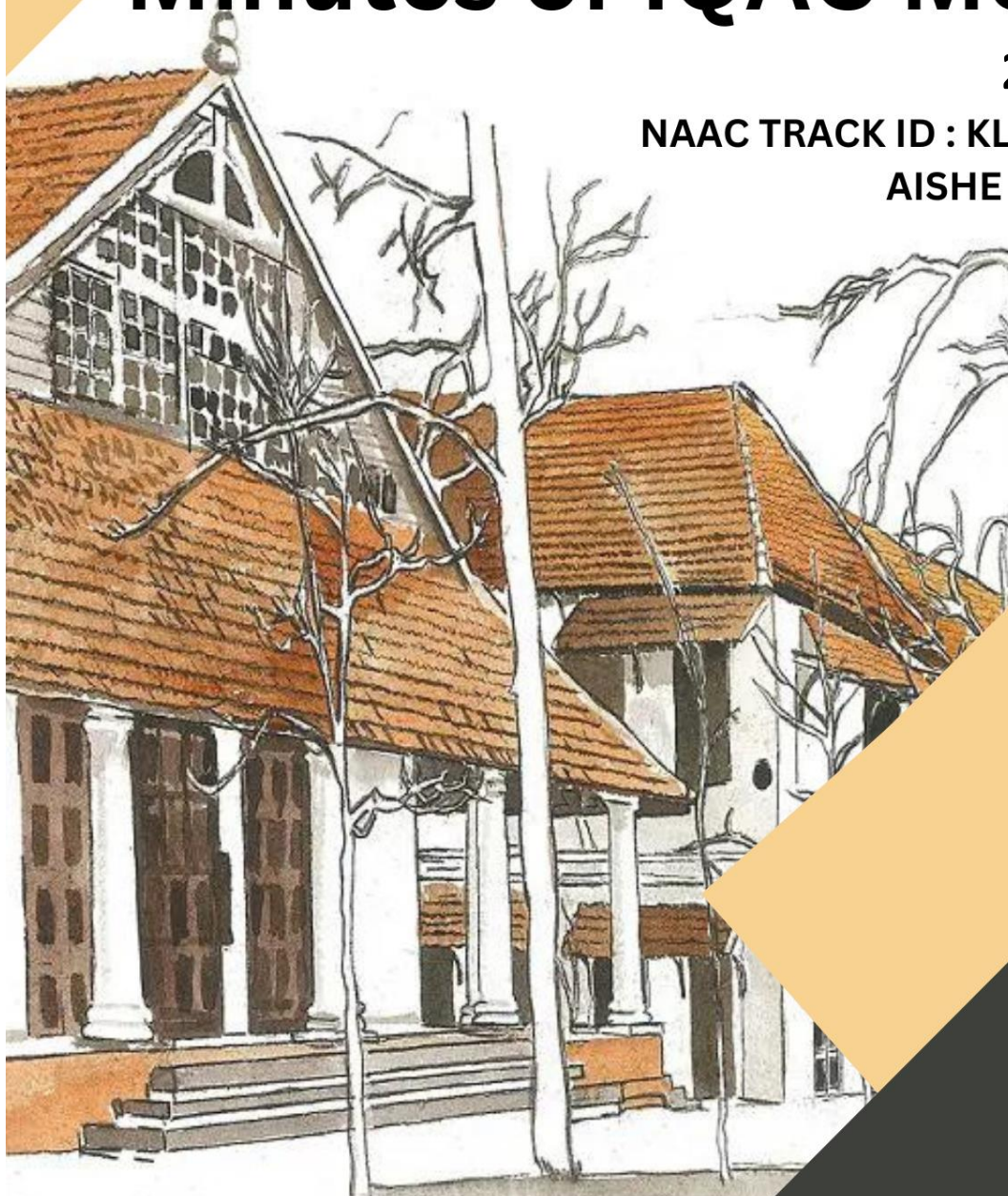# Minutes of IQAC Meeting

## 2022-23

**NAAC TRACK ID : KLCOGN10043**
**AISHE ID : C-11771**

Internal Quality Assurance Cell (IQAC)
**CMS COLLEGE KOTTAYAM ( AUTONOMOUS)**
CMS College Kottayam, Kerala, India – 686001
Website : https://cmscollege.ac.in

**Meeting of the Internal Quality Assurance Cell (IQAC) of CMS College Kottayam (Autonomous) held on 17 June 2022 at 2:30 p.m. in the IQAC Conference Hall.**

**Members attended:**

1. Dr. Varghese C Joshua

2. Dr. Reenu Abraham

3. Dr. Vibin Ipe Thomas

4. Dr. Anju Sosan George

5. Dr. Vimal George Kurian

6. Dr. Preema C Thomas

7. Dr. Sunish K S

8. Dr. Nisha P Aravind

9. Dr.  Samkutty George

10. Ms. Delsy M. J

11. Smt. MarykuttyNinan


Additionally present was Dr. Joji John Panicker, the director of IQAC in CMS College, Kottayam.

Leave of Absence: The members who were not present submitted a leave of absence.

At 2:30 pm, the meeting began with a prayer by the bursar, Rev. Cherian Thomas. All IQAC members were welcomed by IQAC Director Dr. Joji John Panicker.

**Agenda**

1. Approval of IQAC Annual Report 2021-22
2. IQAC Year Plan for the new academic year
3. Student Induction Programme for freshers
4. 4th Cycle NAAC Accreditation
5. Any other matters

**Action Taken Report:**

1. Orientation programme for the Final Year postgraduate students was organized on 3 June 2022.
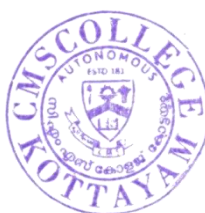2. Necessary modification was made to the Strategic plan in light of the New Education Policy 2020.

**Minutes/Resolutions:**

1. The IQAC Annual Report for 2021–2022 was approved.
2. The tentative annual plan for the IQAC activities for the academic year was finalised after IQAC Year Plan for the new academic year was discussed.
3. A high-level committee was established to oversee the documentation and other essential certification processes because the 4th Cycle of NAAC accreditation was taking place during the new academic year.
4. To assure quality benchmarking on campus, it was determined to quicken the ISO certification process.
5. The Student Induction Programme for new students will be conducted online and will include all required modules, such as those on the organization's vision, goal, code of conduct, etc.

Dr. Varghese C Joshua
(Principal)

Dr. Joji John Panicker
(IQAC Director)

(Read and confirmed)

**Meeting of the Internal Quality Assurance Cell (IQAC) of CMS College Kottayam (Autonomous) held on 26 October 2022 at 4:00 p.m. in the IQAC Conference Hall.**

**Members Present:**

1. Dr. Varghese C Joshua
2. Dr. Reenu Jacob
3. Dr Vibin Ipe Thomas
4. DrAnju Sosan George
5. Dr. Vimal George Kurian
6. Dr. Preema C Thomas
7. Dr. Sunish K S
8. Dr. Nisha P Aravind
9. Dr.  Samkutty George
10. Ms. Delsy M. J
11. Rev. Cherian Thomas
12. Smt. MarykuttyNinan
13. Dr.  Joji John Panicker

Leave of Absence: The members who were not present submitted a leave of absence.

At 4:00 PM, the gathering started with a prayer led by the bursar, Rev. Cherian Thomas. All IQAC members were welcomed by IQAC Director Dr. Joji John Panicker.

**Agenda**

1. Approval of AQAR 2020-21
2. Submission of IIQA and SSR for 4th Cycle NAAC Accreditation
3. NIRF Rank and Score analysis
4. Awareness programme on Code of conduct
5. Any other matters

**Action Taken Report:**

1. The college's participation in the NIRF Ranking 2022 was organised by IQACand obtained 81st rank in the same. Dr. Gigy George was the Nodal Officer for the NIRF Ranking.
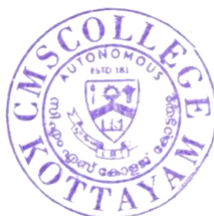
**Minutes/Resolutions:**

1. The Annual Quality Assurance Report (AQAR) for 2020–21 was agreed to be approved and submitted.

2. It was decided to submit the IIQA followed by the SSR.
3. The college's score and rank in the NIRF ranking 2022 were evaluated. The IQAC members in general, and Dr. Gigy George in particular, were commended by the principal for coordinating the NIRF documentation.
4. It was decided to conduct an awareness programme on the Code of conduct
5. IQAC decided to recommend availing seed money for the research in the new academic year.
6. A faculty development programme on "Research, Consultancy, and Start-up" was agreed to be organised.

Dr. Varghese C Joshua                                    Dr. Joji John Panicker
(Principal)                                                     (IQAC Director)

(Read and confirmed)

**Meeting of the Internal Quality Assurance Cell (IQAC) of CMS College Kottayam (Autonomous) held on 16 January 2023 at 3:00 p.m. in the IQAC Conference Hall.**

**Members Present:**

1. Dr. Varghese C Joshua
2. Dr. Reenu Jacob
3. Dr. Vibin Ipe Thomas
4. Dr. Anju Sosan George
5. Dr. Vimal George Kurian
6. Dr. Preema C Thomas
7. Dr. Sunish K S
8. Dr. Nisha P Aravind
9. Dr. Samkutty George
10. Ms. Delsy M. J
11. Rev. Cherian Thomas
12. Smt. MarykuttyNinan
13. Dr. Joji John Panicker

Leave of Absence: The members who were not present submitted a leave of absence.

At 3:00 PM, the gathering started with a prayer led by the bursar, Rev. Cherian Thomas. All IQAC members were welcomed by IQAC Director Dr. Joji John Panicker.

**Agenda**

1. Submission of SSR for 4th Cycle NAAC Accreditation
2. Awareness programme on Code of conduct
3. Any other matters

**Action Taken Report:**

1. Successfully submitted IIQA on 31 December 2022

**Minutes/Resolutions:**

1. It was decided to submit SSR on time.
2. It was decided to conduct an awareness programme on the Code of conduct
3. IQAC decided to recommend availing seed money for the research in the new academic year.


Dr. Varghese C Joshua                                      Dr. Joji John Panicker
   (Principal)                                                  (IQAC Director)

(Read and confirmed)