

MAR GREGORIOS COLLEGE OF ARTS & SCIENCE
INTERNAL QUALITY ASSURANCE CELL
Minutes of the Meeting

Venue- IQAC Room

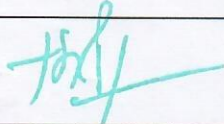
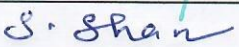


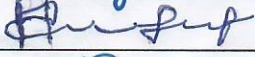

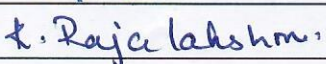
Date - 10/07/22

Time - 11 a.m

Agenda- AAA Audit

- AAA audit to be conducted on 14/07/22 as the peer team visit is scheduled on 20/07/22 & 21/07/22.
- To instruct all departments to be prepared for the AAA audit.
- Dr. Mary Angeline Santhosham, Principal Nazerath College of Arts and Science and Dr. Xavier Mahimairaj , Asst Professor and Former IQAC Coordinator, Loyola College shall be the members of the team
- The members to visit every department and the heads are to present the ppt of the department
- The assessment shall begin with an interaction of the team with the heads and principal
- The schedule of the visit was planned.
- Various teams were formed and works were allotted for audit preparation
- The exit meeting will take place in the conference hall

Members of the meeting:

S.No.	Name of the Department	Signature
1.	Dr. M.Sivarajan – Principal & Chairperson IQAC	
2.	Mrs. S. Shantha – IQAC Coordinator	
3.	Mrs. V.Savithri - Member	
4.	Mrs. Ann Hepzibah Niraja - Member	
5.	Dr. A. Hency Juliet - Member	
6.	Mrs. M. Prema - Member	
7.	Mrs.K. Rajalakshmi - Member	

MAR GREGORIOS COLLEGE OF ARTS & SCIENCE
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Date - 12/08/22

Time - 1 p.m.

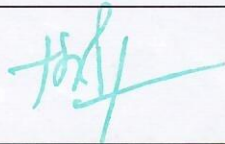
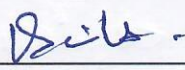
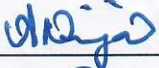
Agenda

1. Activities to be Carried out by the Departments
2. Discussion on Bridging Gap between Industry-Institute
3. Strengthening IIC
4. Resources and Infrastructure requirement
5. Any other matter.

Minutes:

- Departments to organize activities as per the action plan submitted to IQAC.
- Need to initiate activities to strengthen Industry-Institute Interaction and bridge the gap. Also, to organize an induction program for newly admitted students of First Year. More MOUs to be signed by the Departments.
- Internal committee to be formed for IIC and the same must be registered in IIC website. Planning the activities as per the IIC, MHRD
- Language lab to be equipped with more computers and headphones to be connected for students use.
- Placement must be improved and more carrier guidance programme to be organized.

Members of the meeting:

S.No.	Name of the Department	Signature
1.	Dr. M.Sivarajan – Principal & Chairperson IQAC	
2.	Mrs. S. Shantha – IQAC Coordinator	S. Shantha
3.	Mrs. V.Savithri - Member	
4.	Mrs. Ann Hepzibah Niraja - Member	
5.	Mrs. M. Prema - Member	M. Prema
6.	Mrs.K. Rajalakshmi - Member	K. Rajalakshmi

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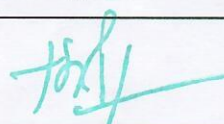
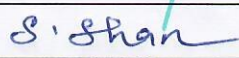
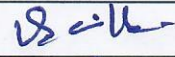


Date - 15/12/22

Time - 10 a.m.

Agenda- Gap Analysis Report

- Meeting started with prayer by Ms. M. Prema
- Principal instructed the members of IQAC to study the peer team report and prepare the gap analysis report
- Final review on the gap analysis report by the team will be on 4/01/23
- Members should come out with areas of improvisation and strategies to improve the score in the next cycle
- Policies to be reframed if necessary
- Best practices can be improvised

Members of the meeting

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