

Final meeting of session2023-24

Date: 15/05/2024

An IQAC meeting was held on May 15th 2024 headed by the principal Fr. Dr. Roger Augustine. This final meeting of IQAC for the session 2023-24 was held to assess and evaluate the curricular and cocurricular programs of the session and to make planning for the upcoming session. The principal started the meeting by thanking the teachers for their hard work and sincerity in managing the activities in and out of classroom including the preparation for NAAC reports.

He also added some details about how to manage the students living in this competitive world. He encouraged the teachers to work on all the following aspects in order to shape the life and career of the students graduating from our college.

- We have to make the students physically, mentally, socially and psychologically prepared for the future keeping in mind the tenderness and creative nature of the students at this age .
- As this is the prime time of their life we have to develop an attitude of working hard including the smart work and imparting of values.
- Taking the example of VIBGYOR he also added that we should focus more on creative learning than logical learning. This would help in training the students for long run experimental learning.

Apart from this he also introduced the teachers with the concept of 'self- management'. He included the following five points in order to manage oneself properly.

- **Punctuality**
- **Adaptability**
- **Stress- management**
- **Self awareness**
- **Reliability**

The following important points regarding activities, exams, program and celebrations were also discussed in the meeting.

- The exams of even semester will be over by 10 June 2024. The batches of B.Ed. and D.El.Ed.will start their preparation leave from 25th of May. All practical exams should be completed before that.
- New session will begin from 28th of June 2024. There will be no classes on that day. The First IQAC meeting will be held on the day. The timing for the day, will be 9 O' clock .
- The odd semester will start the official classes from 2nd July 2024.

- Valedictory function for the outgoing batch of B.Sc. will be held on 18th of June and for B.A. and M.A. on 23rd of May respectively.
- From the upcoming session students with zero attendance for every month will be monitored by all the faculties and must be reported in the principal office on the first working day of every month.
- This should be informed to the students at the beginning of the semester. Students with very less or zero attendance will not be granted permission to submit their assignment and project.
- No college work will be entertained for a student if she comes in civil dress or home dress.
- Last day to submit all the records is 22nd of May.
- All records including attendance register, Lesson plan should be maintained neat and clean with proper cover.
- The teachers are requested to make students aware about N-list and also use the e-library for their projects, assignments and dissertation.

Some changes were also made in important committees of the college:

Board of studies (Academic council): this will be the highest academic body and the members of board of studies will be:

Principal of the college along with Dr Aruna, Dr Preeti, Ms Bincy, Dr KK Singh and Dr Agnes(secretary).

Dr Mahima will function as the Head of Department of B.Ed. Ms Namita will be the head of the faculty of D.El.Ed, Dr Kanaklata for Arts, Dr Vandana for Science and Dr Tulika for M.A.

The NAAC reports will be maintained by a group of five faculty members for each criterion. All members should be aware of the progress of their work. Regular meetings of the criterion members should be held from time to time which will be recorded by the in charge.

Lastly, the coordinator of NAAC Dr. Pawan presented a report on the progress of the work. All in charges of the criteria gave a brief presentation on their assigned work. After this, the principal concluded the meeting by thanking all faculty members.