



INTERNAL QUALITY ASSURANCE CELL

KRISTU JYOTI COLLEGE

OF MANAGEMENT AND TECHNOLOGY ,

Affiliated to M.G University, Kottayam

An ISO 9001-2015 Certified Educational Institution

Approved by AICTE , New Delhi

IQAC/M/08/2022

MINUTES OF IQAC MEETING HELD ON 9th SEPTEMBER 2022

Venue: Conference Hall

Time: 3.00 pm

AGENDA

Welcome speech: Dr. Anu Antony (IQAC Coordinator)

1. Presenting Previous meeting minutes and action taken report
2. Maintenance of academic discipline by conducting continuous internal evaluation
3. Monthly performance report.
4. Criteria wise presentation
5. Review of clubs and cells
6. Introduction of best practise for the institute
7. Expert talks on research methodology and Intellectual property right

Vote of thank: Prof. Thomas Mathew (Faculty Representative)

MEMBERS PRESENT

1. Fr. Thomas Choolaparampil CMI (Manager)
2. Fr. Joshy Cheeramkuzhy CMI (Principal)
3. Dr. Anu Antony (IQAC Coordinator)
4. Dr. Varghese Antony
5. Dr. Benno Joseph
6. Mr. Cijo Joseph
7. Mr. Roji Thomas
8. Prof. Thomas Mathew
9. Mr. T S Tomichen (Administrative Representative)
10. Mr. Retto P Chacko (Student Representative)
11. Ms. Namitha Suresh (Alumni Representative)
12. Adv. Job Michael (Local Representative)
13. Dr. Jose James (Academic Expert)

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DISCUSSION AND DECISIONS

Agenda 1: Presenting Previous meeting minutes and action taken report

Minutes of the previous year minutes and the action taken report has been presented and its approved by the chairman and the members.

Agenda 2: Maintenance of academic discipline

Its decided to have academic discipline for teachers as well as students. It's by introducing the Continues Internal Evaluation in all the batches under the guidance of the class tutor.

Agenda 3: Criteria wise presentation

Criteria wise presentations has been done by all the criteria head and mention the time period required for the completion of various metrics.

Agenda 4: Review of clubs and cells

Review of the various clubs and cells members have been conducted to know about the various activities and its completion.

Agenda 5: Introduction of best practise for the institute

As part of the best practise of the college, "medicate for dialysis patients need" and Kristujujotian Innovative Skill Development and Entrepreneurial Initiative has made tremendous contribution tom the society.

Agenda 6: Expert talks on research methodology and Intellectual property right

Its decided to conduct workshops and seminars on research methodology and intellectual property right for the research scholars and faculty members.



Rev. Fr. Joshy Cheeran CMI

Principal
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Changanacherry - 686 104



Dr. Anu Antony
IQAC Coordinator