



INTERNAL QUALITY ASSURANCE CELL

KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

Affiliated to M.G University, Kottayam

NAAC Accredited A Grade with CGPA of 3.17

Recognised by UGC 2(f) & Approved by AICTE, New Delhi

An ISO 9001-2015 Certified Educational Institution

MINUTES OF IQAC MEETING HELD ON 16th JUNE 2024

Time : 3.00 pm to 4.00 pm

Venue : Board Room

AGENDA

Welcome Speech: Dr Anu Antony (IQAC Coordinator)

1. Presenting Previous meeting minutes and action taken report
2. Reconstitution of Internal Quality Assurance Cell (IQAC)
3. Implementation of FYUGP and Its orientation
4. Discuss and finalize the Academic and Activity calendar for the year 2024-2025.
5. To discuss NAAC reforms in Binary Accreditation.
6. Discussion on Quality Initiatives for Academic Year 2024-2025
7. Submission of AQAR 2023-2024.

Vote of Thanks: Ms Thushara Sojan (Faculty Representative)

MEMBERS PRESENT

1. Rev.Dr Joshy George (Chair) (Principal)
2. Dr Anu Antony (IQAC Coordinator)
3. Rev.Dr Thomas kallukalam (Manager)
4. Dr Joseph Sam (Vice Principal)
5. Dr Benno Joseph (Faculty Representative)
6. Ms Thushara Sojan (Faculty Representative)
7. Dr Twinkle Jacob (Faculty Representative)
8. Ms Divya S Nair (Faculty Representative)
9. Mr Roji Thomas (HOD, Department of Computer Application)
10. Ms Joice Joseph (Administrative Representative)
11. Ms Riya Regi (Student Representative)
12. Ms Aksa Ann Santhosh (Alumni Representative)
13. Adv.Job Michael (MLA) (Local Representative)
14. Mr Jeswin Jose (Nominee from Industrialist/Stakeholders/employers)



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MINUTES

IQAC/M/14/2024

DATE: 16TH JUNE 2024

Agenda 1. Presenting Previous Meeting Minutes and Action Taken Report

The Coordinator presented the minutes of the previous IQAC meeting held on 26th March 2024 highlighting key discussions and decisions taken. The Action Taken Report (ATR) was also shared, outlining the progress made on the recommendations from the last meeting. Members reviewed the ATR and expressed satisfaction with the implementation of most actions.

Agenda 2. Reconstitution of Internal Quality Assurance Cell (IQAC)

The IQAC Coordinator Dr. Anu Antony informed the members about the need to reconstitute the IQAC as per NAAC guidelines. A list of new proposed members from various stakeholder categories was presented and approved. The committee now includes representatives from faculty, administrative staff, alumni, industry, and students.

Agenda 3. Implementation of FYUGP and Its orientation

The committee discussed the implementation of the Four-Year Undergraduate Programme (FYUGP) as per NEP 2020 guidelines. It was resolved to initiate department-wise orientation sessions to familiarize faculty and students with the new curriculum structure and credit framework. IQAC will oversee the timely execution of the FYUGP implementation plan and ensure all stakeholders are adequately informed and prepared.

Agenda 4. Discuss and Finalize the Academic and Activity Calendar for the Year 2024–2025

The draft of the Academic and Activity Calendar for 2024–2025 was presented for discussion. Inputs were received from heads of departments and committee coordinators to ensure comprehensive planning. The calendar includes schedules for academic sessions, internal assessments, extension activities, and co-curricular events. After necessary modifications, the calendar was finalized and approved by all members.

Agenda 5. To Discuss NAAC Reforms in Binary Accreditation

The new NAAC proposal on Binary Accreditation was discussed in detail. Members deliberated on its implications for future assessments and data presentation. It was noted that a binary approach would focus more on institutional compliance and performance indicators. The IQAC resolved to keep abreast of further guidelines and prepare accordingly.



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Agenda 6. Discussion on Quality Initiatives for Academic Year 2024–2025

The committee discussed introducing new quality enhancement initiatives aligned with NEP 2020 and institutional goals. Key suggestions included strengthening mentoring systems, promoting blended learning, and organizing capacity-building workshops for faculty.

Agenda 7. Submission of AQAR 2023–2024

The Coordinator informed that the preparation of AQAR for 2023–2024 is underway. The compilation will be done in coordination with all functional units to ensure timely and accurate submission. The final AQAR will be submitted to NAAC portal as per schedule.



IQAC KJCMT