



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 25th SEPTEMBER 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. Discussion of AQAR submission for the year 2023- 2024
3. Submission for various accreditation NIRF, KIRF, INDIA TODAY RANKING.
4. Discussion on activities related to clubs and cells
5. Discussion on quality initiatives for departments

Vote of Thanks: Ms. Riya Regi (Student 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/15/2024

DATE: 25TH SEPTEMBER 2024

Agenda 1. Presenting Previous Meeting Minutes and Action Taken Report

The minutes of the previous IQAC meeting were presented for review. Members verified the documented actions and confirmed their implementation status. The report was unanimously approved without modifications.

Agenda 2. Discussion of AQAR Submission for the Year 2023–2024

The committee discussed the preparation and timely submission of the AQAR for 2023–2024. It was agreed that the final report will be submitted by December 2024. Departments were advised to submit their data and documentation to the IQAC within the stipulated timeframe.

Agenda 3. Submission for Various Accreditations: NIRF, KIRF, INDIA TODAY RANKING

The committee deliberated on institutional participation in national rankings like NIRF, KIRF, and India Today. It was resolved that the required data will be compiled and submitted within the respective deadlines. IQAC will coordinate with departments to ensure accuracy and timely submission.

Agenda 4. Discussion on Activities Related to Clubs and Cells – IIC Ranking 3.5

Activities conducted by various clubs and cells were reviewed. The IIC performance and ranking (3.5) were noted and appreciated. Suggestions were made to strengthen innovation and entrepreneurship initiatives for better future rankings.

Agenda 5. Discussion on Quality Initiatives for Departments

The committee emphasized the need for each department to implement specific quality enhancement practices. Suggestions included faculty development programs, student mentorship initiatives, and academic audits. IQAC will collect quarterly reports from departments to track progress and effectiveness of these initiatives.



IQAC-KJCMT