



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

IQAC/M/18/2025

MINUTES OF IQAC MEETING HELD ON 18th JUNE 2025

Venue: Board Room

Time : 03.00 PM


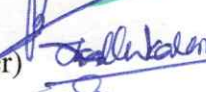

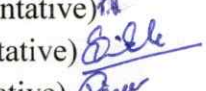
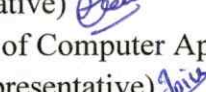
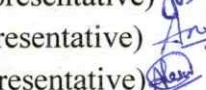
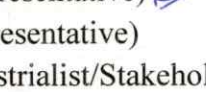



AGENDA

Welcome Speech: Dr Anu Antony (IQAC Coordinator)

1. Presenting Previous meeting minutes and action taken report
2. Re constitution of IQAC
3. Quality enhancement activities of presentation
4. Research initiatives
5. IIC - activity submission
6. Institutional achievements : College ranking & results
7. Orientation for FYUGP Programme
8. Infrastructure development – New rooms and lift facility

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 Angelo Susan Anil (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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HIGHLIGHTS OF THE MEETING

Agenda 1: Presentation of Previous Meeting Minutes and Action Taken Report

The minutes of the previous meeting were presented and confirmed by the members. The Action Taken Report was discussed in detail and found to be satisfactory. Members commended the timely execution of most activities as planned. The pending tasks were noted, and deadlines were fixed for their completion before the next meeting.

Agenda 2: Reconstitution of IQAC

The reconstitution of the IQAC was proposed and unanimously approved. New members representing faculty, non-teaching staff, students, and external stakeholders were nominated. The revised composition of the IQAC was presented and accepted by the members. It was resolved that the updated IQAC list will be published on the official college website.

Agenda 3: Quality Enhancement Activities

The quality enhancement activities undertaken were presented and deliberated upon. Members appreciated the initiatives including workshops, seminars, and training programs conducted during the period. Suggestions were made to enhance student participation and improve program outcomes. It was resolved to organize more student-centered and skill-development activities in the upcoming term.

Agenda 4: Research Initiatives

The status of ongoing research projects and publications was reviewed. Members encouraged faculty to collaborate with other institutions to strengthen research culture. It was agreed to conduct a Research Methodology Workshop for faculty and students. Opportunities for research funding from external agencies were shared for wider participation.

Agenda 5: IIC – Activity Submission

The report on IIC activities was presented and accepted. Members expressed appreciation for the successful implementation of innovation and entrepreneurship-related events. The importance of adhering to timelines for submission of reports to the IIC portal was emphasized.



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The committee resolved to plan additional activities to promote entrepreneurship and innovation among students.

Agenda 6: Institutional Achievements – College Ranking and Results

The college ranking and academic results were presented to the members. Appreciation was expressed for the collective efforts of faculty and students in achieving commendable results. Areas requiring improvement were identified and discussed in detail. It was resolved to introduce remedial classes and academic support initiatives to enhance future performance.

Agenda 7: Orientation for FYUGP Programme

The schedule for the orientation program for the Four-Year Undergraduate Programme (FYUGP) was finalized. Resource persons and topics were confirmed for the sessions. Members recommended including sessions on life skills, personality development, and career guidance. It was resolved that the program will be conducted at the commencement of the academic year.

Agenda 8: Infrastructure Development – New Rooms and Lift Facility

Progress on the construction of new classrooms and the installation of the lift was reviewed. Members expressed satisfaction with the ongoing infrastructure development. Suggestions were made to ensure accessibility and compliance with safety standards. It was resolved to closely monitor the timeline to ensure timely completion of the work.

Rev. Dr. Joshy George
Principal

Dr. Anu Antony
IQAC Coordinator

