



## NEWMAN COLLEGE THODUPUZHA

(NAAC Accredited 'A' Grade Institution, Affiliated to Mahatma Gandhi University, Kottayam)

### INTERNAL QUALITY ASSURANCE CELL (IQAC) NOTICE- IQAC MEETING

Sir/ Madam

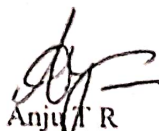
There will be an IQAC meeting at 3:00 pm on 07.06.2023 (Wednesday) at Rev. Dr. John Vallamattam Hall. All members may please make it convenient to attend the meeting.

#### Agenda

1. Action plan of the departments
2. Certificate courses
3. Discussion of ERRP upgradation
4. Distribution of mentoring diary and teacher performance report
5. Other important matters for the new academic year

#### Members

1. Dr. Bijimol Thomas (Chairman)
2. Dr. Saju Abraham (Vice Principal)
3. Fr. Benson N Antony (Bursar)
4. Fr. Paul Parathazham (Management representative)
5. P K Madhu IPS (Alumni Representative)
6. Sri. Saneesh George (External Member)
7. Prof. (Dr.) P.K. Abdul Aziz (External Member)
8. Dr. Cyriac Joseph (External member)
9. Fr. Jose Moorkattil (External Member)
10. Dr. T M Joseph (External Member)
11. Sri. Joy Kizhakkal (PTA representative)
12. Dr. Jenni K. Alex (Department of Economics)
13. Ms. Dary John (Department of Mathematics)
14. Ms. Princy Jacob (Department of English)
15. Ms. Jisha Jacob (Department of Zoology)
16. Dr. Divya James (Department of Commerce)
17. Dr. Cincy George (Department of Chemistry)
18. Sri. Noble C Kurian (Department of Physics)
19. Dr. Sr. Simi N J (Department of Physics)
20. Ms. Liz Jacob (Librarian)
21. Ms. Shylet Peter (Office superintendent)
22. Ms. Edna Anna Vilot (Student representative)

  
Dr. Anju A R  
IQAC Co-ordinator

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Website: [www.newmancollege.ac.in](http://www.newmancollege.ac.in)



Thodupuzha East  
Kerala – 685 585  
Date: 07.07.2023

**NEWMAN COLLEGE THODUPUZHA**  
(NAAC Accredited 'A' Grade Institution)  
(Affiliated to Mahatma Gandhi University, Kottayam)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE IQAC MEETING HELD ON 07.07.2023 AT REV. DR. JOHN  
VALLAMATTAM HALL**

**Members Present**

1. Dr. Bijimol Thomas (Chairman) *Bijimol*
2. Dr. Saju Abraham (Vice Principal) *Saju Abraham*
3. Fr. Benson N Antony (Bursar) *Benson*
4. Dr. Jenni K. Alex (Department of Economics) *Jenni K. Alex*
5. Ms. Dary John (Department of Mathematics) *Dary John*
6. Dr. Divya James (Department of Commerce) *Divya James*
7. Dr. Cincy George (Department of Chemistry) *Cincy George*
8. Sri. Noble C Kurian (Department of Physics) *Noble C Kurian*
9. Dr. Sr. Simi N J (Department of Physics) *Simi*
10. Dr. Anju T R *Anju T R*

**Minutes**

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.
2. Principal gave a brief introduction about various academic programmes that are to be completed as per the annual plan and analysed the programmes organized by various departments, clubs and forums
3. IQAC recommended to conduct international conferences addressing issues of global relevance especially addressing SDGs in tune with the vision and mission of the college.

4. IQAC also recommended the conduct of one day Academic planning retreat for faculty members with decentralised participative management for effective academic deliverables and induction/ orientation programme for students
5. IQAC analysed the environment audit report of the College submitted by MG University and the members congratulated the contributions made by departments in promoting the green initiatives of the College and recommended to go for other Green Campus Awards.
6. IQAC appreciated the efforts of the bursar in reusing the plastic by shredding in the plastic shredding unit and use it for the road tarring process.
7. IQAC coordinator suggested to conduct a training session to familiarise the new version of ERP to teachers and recommended Dr. Sr. Simi N J to organize a training programme.
8. The meeting ended at 4:30 PM.



Dr. Anju T R

IQAC - Coordinator



## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 07.07.2023

1. International conference on Role of science and technology in SDGs was organized by Department of Botany and Biotechnology in association with MG University. International seminar was conducted by Department of History.
2. One day Academic planning retreat was organized at NEST, Muvattupuzha for faculty members for effective academic planning and induction/ orientation programme for students was conducted.
3. A training on 'Upgraded version of ERP for effective Academic Management' was conducted on 21-07-2024 and 24 to 26 July 2024 with Dr. Sr. Simi NJ as resource person.



Dr. Anju T R

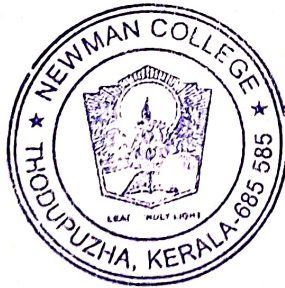
IQAC Co-coordinator



Dr. Bijimol Thomas

Principal  
DR. BIJIMOL THOMAS

PRINCIPAL  
NEWMAN COLLEGE, THODUPUZHA  
PEN: 467337





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Thodupuzha East  
Kerala – 685 585  
Date: 04.08.2023

**NEWMAN COLLEGE THODUPUZHA**  
**(NAAC Accredited 'A' Grade Institution)**  
**(Affiliated to Mahatma Gandhi University, Kottayam)**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam


A meeting of the IQAC members is convened at 3.15 pm on 08.08.2023 (Tuesday) at Vallamattam Hall. All members are requested to attend the meeting without fail.

**Agenda**

1. Conduct of College level Merit day
2. Analyse the college extension activities by various clubs/ cells
3. Organization of more programmes addressing differently abled
4. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (**Chairman**)
2. Dr. Saju Abraham (**Vice Principal**)
3. Fr. Benson N Antony (**Bursar**)
4. Fr. Paul Parathazham (**Management representative**)
5. P K Madhu IPS (**Alumni Representative**)
6. Sri. Saneesh George (**External Member**)
7. Prof. (Dr.) P.K. Abdul Aziz (**External Member**)
8. Dr. Cyriac Joseph (**External member**)
9. Fr. Jose Moorkattil (**External Member**)
10. Dr. T M Joseph (**External Member**)
11. Sri. Joy Kizhakkal (**PTA representative**)
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IQAC – Coordinator

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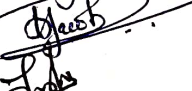





Thodupuzha East  
Kerala – 685 585  
Date: 08.08.2023

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE IQAC MEETING HELD ON 08.08.2023 AT REV. DR. JOHN  
VALLAMATTAM HALL**

**Members Present**

1. Dr. Bijimol Thomas (Chairman) 
2. Dr. Saju Abraham (Vice Principal) 
3. Fr. Benson N Antony (Bursar) 
4. Dr. Jenni K. Alex (Department of Economics) 
5. Ms. Dary John (Department of Mathematics) 
6. Ms. Princy Jacob (Department of English) 
7. Ms. Jisha Jacob (Department of Zoology) 
8. Dr. Divya James (Department of Commerce) 
9. Sri. Noble C Kurian (Department of Physics) 
10. Dr. Sr. Simi N J (Department of Physics) 
11. Dr. Anju T R 

**Minutes**

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.
2. IQAC suggested to conduct the Merit Day celebration in the third week of August.
3. IQAC analyzed various extension activities carried out by the College and appreciated the efforts of NSS in its initiative to build home for needy. Activities of

dance club, music club, women's forum etc. were discussed. IQAC suggested that all club activities should be vibrant to make campus more lively.

4. Mr. Noble C Kurian informed that the institute should give more awareness/initiatives for differently abled groups.
5. IQAC coordinator informed that criteria coordinators need to collect data for SSR submission and start compiling the data as per the template and format.
6. The meeting ended at 5:00 PM.



Dr. Anju T R

IQAC -Coordinator



## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 08.08.2023

1. The merit day was conducted on 21 August 2023 where all rank holders and other achievers were felicitated.
2. Activities were organized in the campus like book fest by library, dance club inauguration, Independence Day celebrations, Onam celebrations etc.
3. Malayalam department organized a special conference to address the needs of differently abled in association with Government department.
4. Criteria coordinators collected data needed for SSR submission and department wise file verification was done by the IQAC team.



Dr. Anju T R

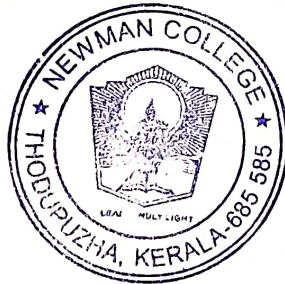
IQAC Co-ordinator



Dr. Bijimol Thomas

Principal DL THOMAS  
PRINCIPAL

NEWMAN COLLEGE, THODUPUZHA  
PEN: 467337



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Thodupuzha East  
Kerala – 685 585  
Date: 07.09.2023

**NEWMAN COLLEGE THODUPUZHA**  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam

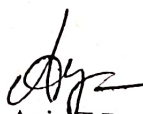
A meeting of the IQAC members is convened at 3.15 pm on 11.09.2023 (Monday) at Vallamattam Hall. All members are requested to attend the meeting without fail.

**Agenda**

1. Diamond jubilee celebration
2. Counseling and related talks for student welfare
3. IIQA submission
4. Diamond jubilee exhibition
5. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (**Chairman**)
2. Dr. Saju Abraham (**Vice Principal**)
3. Fr. Benson N Antony (**Bursar**)
4. Fr. Paul Parathazham (**Management representative**)
5. P K Madhu IPS (**Alumni Representative**)
6. Sri. Saneesh George (**External Member**)
7. Prof. (Dr.) P.K. Abdul Aziz (**External Member**)
8. Dr. Cyriac Joseph (**External member**)
9. Fr. Jose Moorkattil (**External Member**)
10. Dr. T M Joseph (**External Member**)
11. Sri. Joy Kizhakkal (**PTA representative**)
12. Dr. Jenni K. Alex (**Department of Economics**)
13. Ms. Dary John (**Department of Mathematics**)
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Dr. Anju T R  
IQAC Coordinator

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Thodupuzha East  
Kerala – 685 585  
Date: 11.09.2023

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE IQAC MEETING HELD ON 11.09.2023 AT REV. DR. JOHN  
VALLAMATTAM HALL**

**Members Present**

1. Dr. Bijimol Thomas (Chairman) *Bijimol*
2. Dr. Saju Abraham (Vice Principal) *Saju*
3. Fr. Benson N Antony (Bursar) *Benson*
4. Dr. Jenni K. Alex (Department of Economics) *Jenni*
5. Ms. Dary John (Department of Mathematics) *Dary*
6. Dr. Cincy George (Department of Chemistry) *Cincy*
7. Dr. Sr. Simi N J (Department of Physics) *Simi*
8. Liz Jacob (Librarian) *Liz*
9. Ms. Shylet Peter (Office superintendent) *Shylet*
10. Dr. Anju T R *Anju*

**Minutes**

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.
2. As the College is reaching the 60<sup>th</sup> year of establishment, Principal asked the opinion of the IQAC members regarding the inauguration of Diamond Jubilee Celebration. Various suggestions were put forth and it was decided to finalise the date of inauguration after getting a convenient date from the Guest of Honour.



3. IQAC coordinator informed the members regarding the services available to College from the Psychology Apprentice appointed by Govt. of Kerala under the scheme of Jeevani Centre and suggested to organize awareness talk/ counselling sessions to students.
4. IQAC discussed the requirements for IIQA submission and it was decided to send a letter seeking the details of programmes offered by the college from MG University immediately. IQAC coordinator presented the documents prepared for IIQA submission and got the data verified by the members for submission.
5. Principal suggested to conduct a diamond jubilee exhibition to mark the 60 years of College legacy.
6. The meeting ended at 04:30 PM.



Dr. Anju T R  
IQAC Coordinator

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

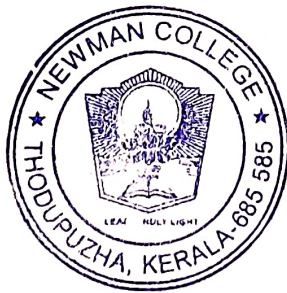
### ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 11.09.2023

1. IIQA was submitted on 30 September 2023
2. The Diamond Jubilee Celebration of the college was conducted on 18 September 2023 with Dr. C V Ananda Bose IAS, Honorable Governor of West Bengal as Chief Guest.
3. An interactive session and awareness talk was organized for students using the resource person of Jeevani Centre at the College and various students availed the services of the counsellor.
4. Principal forwarded the letter to MG University seeking the details of programmes offered by the college for the timely submission of IIQA.



Dr. Anju T R

IQAC Coordinator



Dr. Bijimol Thomas

DR. BIJIMOL THOMAS  
Principal  
NEWMAN COLLEGE, THODUPUZHA  
PEN: 467337<sub>1</sub>

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Thodupuzha East  
Kerala – 685 585  
Date: 04.10.2023

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(NAAC Accredited 'A' Grade Institution)  
(Affiliated to Mahatma Gandhi University, Kottayam)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam


A meeting of the IQAC members is convened at 3.15 pm on 09.10.2023 (Monday) at Vallamattam Hall. All members are requested to attend the meeting without fail.

**Agenda**

1. IQA updates
2. SSR document file verification
3. Result analysis and OBE mapping
4. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (**Chairman**)
2. Dr. Saju Abraham (**Vice Principal**)
3. Fr. Benson N Antony (**Bursar**)
4. Fr. Paul Parathazham (**Management representative**)
5. P K Madhu IPS (**Alumni Representative**)
6. Sri. Saneesh George (**External Member**)
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Dr. Anju T R  
IQAC – Coordinator



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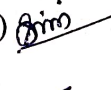

Thodupuzha East  
Kerala – 685 585  
Date: 09.10.2023

**NEWMAN COLLEGE THODUPUZHA**  
**(NAAC Accredited 'A' Grade Institution)**  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE IQAC MEETING HELD ON 09.10.2023 AT REV. DR. JOHN  
VALLAMATTAM HALL**

**Members Present**

1. Dr. Bijimol Thomas (Chairman) 
2. Dr. Saju Abraham (Vice Principal) 
3. Fr. Benson N Antony (Bursar) 
4. Dr. Jenni K. Alex (Department of Economics) 
5. Ms. Dary John (Department of Mathematics) 
6. Ms. Princy Jacob (Department of English) 
7. Ms. Jisha Jacob (Department of Zoology) 
8. Dr. Divya James (Department of Commerce) 
9. Dr. Cincy George (Department of Chemistry) 
10. Sri. Noble C Kurian (Department of Physics) 
11. Dr. Sr. Simi N J (Department of Physics) 
12. Dr. Anju T R (IQAC coordinator) 

**Minutes**

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.
2. IQAC coordinator informed that there was no update in the HEI NAAC portal regarding the submitted IQA and the portal will be checked regularly for any updates.

3. Ms. Dary John suggested that department coordinators of criterion 2 need to be called for meetings in regular intervals to ensure the proper filing and completion of the documentation. After discussion, it was decided that criteria coordinators can arrange the meetings by mutual understanding after class hours.
4. Dr. Jenni K Alex suggested that after criteria coordinators' meeting with departments, the IQAC team have to conduct another round of file verification. The suggestion was approved by the members.
5. IQAC analysed the results of various departments and Outcome mapping done by various departments. Dr. Sr. Simi was given the charge to monitor the implementation of OBE.
6. The meeting ended at 05:00 PM.



Dr. Anju T R

IQAC Coordinator

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 09.10.2023**

1. IQA was approved by NAAC on 17 October 2023.
2. All department coordinators were given orientation on the documentation of various files as per NAAC guidelines.
3. IQAC team visited departments and verified the filing system. Improvements/ corrections were notified by the team for quality assurance and perfection of data filing as per the institutional system and standards.
4. The instruction for conduct of exit survey for indirect mapping is given to faculty members under the guidance of Dr. Sr. Simi.



Dr. Anju T R

IQAC Coordinator



Dr. Bijimol Thomas

Principal  
DR. BIJIMOL THOMAS  
PRINCIPAL  
NEWMAN COLLEGE, THODUPUZHA  
PEN: 467337



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Thodupuzha East  
Kerala – 685 585  
Date: 10.11.2023

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam


A meeting of the IQAC members is convened at 3.15 pm on 14.11.2023 (Tuesday) at Vallamattam Hall. All members are requested to attend the meeting without fail.

**Agenda**

1. NIRF submission
2. SSR submission
3. More collaborations for research and academics especially international MoUs
4. More conferences with foreign delegates for cultural and academic exchange
5. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (**Chairman**)
2. Dr. Saju Abraham (**Vice Principal**)
3. Fr. Benson N Antony (**Bursar**)
4. Fr. Paul Parathazham (**Management representative**)
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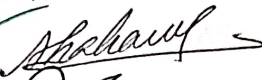
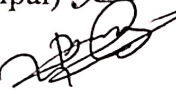


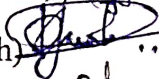




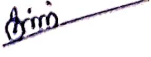

Thodupuzha East  
Kerala – 685 585  
Date: 14.11.2023

NEWMAN COLLEGE THODUPUZHA  
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE IQAC MEETING HELD ON 14.11.2023 AT REV. DR. JOHN  
VALLAMATTAM HALL

Members Present

1. Dr. Bijimol Thomas (Chairman) 
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11. Dr. Sr. Simi N J (Department of Physics) 
12. Dr. Anju T R (IQAC coordinator) 

Minutes

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.

2. IQAC coordinator informed that the institution has to collect data for submission of NIRF and nominated Dr. Anu Mary Joseph to assist IQAC and NIRF nodal officer in the submission process. The members supported the nomination.
3. Dr. Cincy George suggested to increase the number of MoUs especially international MoUs. IQAC members recommended the Principal to seek more proactive initiatives by all departments.
4. IQAC members suggested to conduct more conferences with foreign delegates for cultural and academic exchange and urged PG departments to organize programmes with foreign delegates.
5. IQAC scrutinized the data collected and uploaded for SSR submission. Appropriate modifications were suggested by coordinators.
6. The meeting ended at 05:00 PM.



Dr. Anju T R  
IQAC Coordinator



## INTERNAL QUALITY ASSURANCE CELL (IQAC)

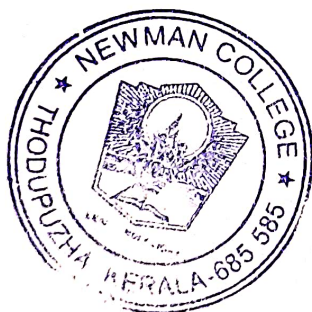
### ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 14.11.2023

1. SSR data uploaded for extended profile, basic information and criteria 1, 2 and 3.
2. Data collection was done for NIRF 2022- 2023 for college category and overall category
3. One international MoU was signed with University of Uberlanda, Brazil under the leadership of Chemistry department.
4. Two international conferences were conducted with delegates from countries like South Africa and Brazil.



Dr. Anju T R

IQAC Coordinator



Dr. Bijimol Thomas

DR. BIJIMOL THOMAS'  
PRINCIPAL  
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Thodupuzha East  
Kerala – 685 585  
Date: 19.12.2023

**NEWMAN COLLEGE THODUPUZHA**  
**(NAAC Accredited 'A' Grade Institution)**  
**(Affiliated to Mahatma Gandhi University, Kottayam)**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam


A meeting of the IQAC members is convened at 10.15 am on 21.12.2023 (Thursday) at Vallamattam Hall. All members are requested to attend the meeting without fail.

**Agenda**

1. SSR submission
2. Submission of NIRF
3. Teacher Feedback
4. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (**Chairman**)
2. Dr. Saju Abraham (**Vice Principal**)
3. Fr. Benson N Antony (**Bursar**)
4. Fr. Paul Parathazham (**Management representative**)
5. P K Madhu IPS (**Alumni Representative**)
6. Sri. Saneesh George (**External Member**)
7. Prof. (Dr.) P.K. Abdul Aziz (**External Member**)
8. Dr. Cyriac Joseph (**External member**)
9. Fr. Jose Moorkattil (**External Member**)
10. Dr. T M Joseph (**External Member**)
11. Sri. Joy Kizhakkal (**PTA representative**)
12. Dr. Jenni K. Alex (**Department of Economics**)
13. Ms. Dary John (**Department of Mathematics**)
14. Ms. Princy Jacob (**Department of English**)
15. Ms. Jisha Jacob (**Department of Zoology**)
16. Dr. Divya James (**Department of Commerce**)
17. Dr. Cincy George (**Department of Chemistry**)
18. Sri. Noble C Kurian (**Department of Physics**)
19. Dr. Sr. Simi N J (**Department of Physics**)
20. Ms. Liz Jacob (**Librarian**)
21. Ms. Shylet Peter (**Office superintendent**)
22. Ms. Edna Anna Vilot (**Student representative**)

  
Dr. Anju T R  
IQAC Coordinator

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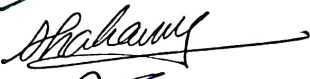








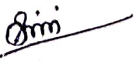

Thodupuzha East  
Kerala – 685 585  
Date: 21.12.2023

**NEWMAN COLLEGE THODUPUZHA**  
(NAAC Accredited 'A' Grade Institution)  
(Affiliated to Mahatma Gandhi University, Kottayam)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE IQAC MEETING HELD ON 21.12.2023 AT REV. DR. JOHN  
VALLAMATTAM HALL**

**Members Present**

1. Dr. Bijimol Thomas (Chairman) 
2. Dr. Saju Abraham (Vice Principal) 
3. Fr. Benson N Antony (Bursar) 
4. Dr. Jenni K. Alex (Department of Economics) 
5. Ms. Dary John (Department of Mathematics) 
6. Ms. Princy Jacob (Department of English) 
7. Ms. Jisha Jacob (Department of Zoology) 
8. Dr. Divya James (Department of Commerce) 
9. Dr. Cincy George (Department of Chemistry) 
10. Sri. Noble C Kurian (Department of Physics) 
11. Dr. Sr. Simi N J (Department of Physics) 
12. Dr. Anju T R (IQAC coordinator) 

**Minutes**

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.
2. Principal appreciated Department of Chemistry, especially Dr. Cintil Jose, for taking initiative for the second international MoU.

3. The data for NIRF submission was presented in the meeting by the IQAC coordinator and approved by all members. It was decided to submit the data soon.
4. IQAC committee cross verified the data entry for SSR submission and approved the submission of SSR.
5. IQAC decided to collect feedback about teacher from students in Linways.
6. The meeting ended at 11:30 AM with the submission of SSR for the 4<sup>th</sup> cycle of Accreditation by NAAC.



Dr. Anju T R

IQAC Coordinator

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 21.12.2023

1. NIRF data was submitted in college category, overall category and innovation category.
2. Teacher feedback by students was collected.



Dr. Anju T R

IQAC Coordinator



Dr. Bijimol Thomas

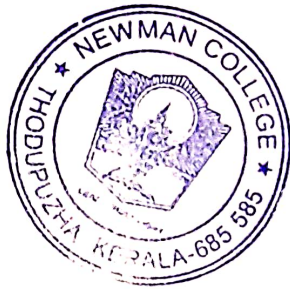
Principal

DR. BIJIMOL THOMAS

PRINCIPAL

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Thodupuzha East  
Kerala – 685 585  
Date: 22.01.2024

**NEWMAN COLLEGE THODUPUZHA**  
(NAAC Accredited 'A' Grade Institution)  
(Affiliated to Mahatma Gandhi University, Kottayam)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam


A meeting of the IQAC members is convened at 3.15 pm on 25.01.2024 (Thursday) at Vallamattam Hall. All members are requested to attend the meeting without fail.

**Agenda**

1. Mega alumni meet and Arts fest
2. Newmaneeyam
3. New renovated science lab
4. Activities of clubs and cells
5. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (**Chairman**)
2. Dr. Saju Abraham (**Vice Principal**)
3. Fr. Benson N Antony (**Bursar**)
4. Fr. Paul Parathazham (**Management representative**)
5. P K Madhu IPS (**Alumni Representative**)
6. Sri. Saneesh George (**External Member**)
7. Prof. (Dr.) P.K. Abdul Aziz (**External Member**)
8. Dr. Cyriac Joseph (**External member**)
9. Fr. Jose Moorkattil (**External Member**)
10. Dr. T M Joseph (**External Member**)
11. Sri. Joy Kizhakkal (**PTA representative**)
12. Dr. Jenni K. Alex (**Department of Economics**)
13. Ms. Dary John (**Department of Mathematics**)
14. Ms. Princy Jacob (**Department of English**)
15. Ms. Jisha Jacob (**Department of Zoology**)
16. Dr. Divya James (**Department of Commerce**)
17. Dr. Cincy George (**Department of Chemistry**)
18. Sri. Noble C Kurian (**Department of Physics**)
19. Dr. Sr. Simi N J (**Department of Physics**)
20. Ms. Liz Jacob (**Librarian**)
21. Ms. Shylet Peter (**Office superintendent**)
22. Ms. Edna Anna Vilot (**Student representative**)

  
Dr. Anju T R  
IQAC Coordinator

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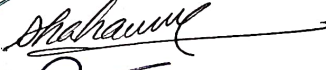

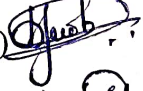




Thodupuzha East  
Kerala – 685 585  
Date: 25.01.2024

**NEWMAN COLLEGE THODUPUZHA**  
**(NAAC Accredited 'A' Grade Institution)**  
**(Affiliated to Mahatma Gandhi University, Kottayam)**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE IQAC MEETING HELD ON 25.01.2024 AT REV. DR. JOHN  
VALLAMATTAM HALL**

**Members Present**

1. Dr. Bijimol Thomas (Chairman) 
2. Dr. Saju Abraham (Vice Principal) 
3. Fr. Benson N Antony (Bursar) 
4. Ms. Princy-Jacob (Department of English) 
5. Dr. Divya James (Department of Commerce) 
6. Sri. Noble C Kurian (Department of Physics) 
7. Dr. Sr. Simi N J (Department of Physics) 
8. Dr. Anju T R (IQAC coordinator) 

**Minutes**

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.
2. IQAC expressed full support for the Alumni meet and suggested to conduct department level alumni either on the same day or as per the convenience of the members.
3. Principal informed the IQAC regarding the MG University arts fest during February. IQAC suggested to conduct the College arts fest in January/ February
4. As part of Staff welfare, IQAC put forward the idea to conduct staff tour in the month of February 2024.

5. IQAC place on record the appreciation for the successful conduct of the exhibition by the collective effort of all departments and cells.
6. IQAC suggested consolidating the activities of various clubs and forums. The green initiatives of the college were specially mentioned in the meeting for the financial assistance received from Government agencies.
7. IQAC appreciated chemistry department for the completion of renovation of PG lab.
8. IQAC decided to conduct the Newman Youth excellence award programme in the month of March.
9. IQAC coordinator recommended Dr. Sr. Simi to coordinate a training session for Attainment Mapping in linways and requested all criteria coordinators to be ready to address DVV clarification.
10. The meeting ended at 04:30 PM.



Dr. Anju T R

IQAC - Coordinator

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

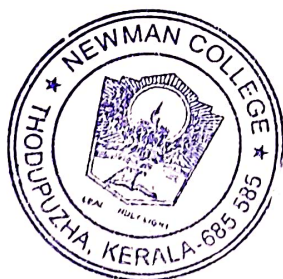
### ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 25.01.2024

1. Alumni meet was conducted successfully with wide participation.
2. Diamond jubilee exhibition – Newmaneeyam- was conducted successfully from 23 to 26 January 2024.
3. The renovated PG laboratory of Chemistry department was inaugurated and opened for student usage.
4. A training Session on ‘Attainment Mapping in linways’ was organized from 05 to 09 February 2024 with Dr. Simi N J as resource person.
5. DVV clarifications were addressed and DVV submitted to NAAC on 01 February 2024.



Dr. Anju T R

IQAC Coordinator



Dr. Bijimol Thomas

Principal  
DR. BIJIMOL THOMAS  
PRINCIPAL  
NEWMAN COLLEGE, THODUPUZHA  
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Thodupuzha East  
Kerala – 685 585  
Date: 14.02.2024

**NEWMAN COLLEGE THODUPUZHA**  
**(NAAC Accredited 'A' Grade Institution)**  
**(Affiliated to Mahatma Gandhi University, Kottayam)**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam


A meeting of the IQAC members is convened at 3.15 pm on 16.02.2024 (Friday) at Vallamattam Hall. All members are requested to attend the meeting without fail.

**Agenda**

1. Preparation for NAAC Peer Team visit
2. Staff tour
3. OBE attainment mapping
4. Newman Youth excellence Award
5. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (**Chairman**)
2. Dr. Saju Abraham (**Vice Principal**)
3. Fr. Benson N Antony (**Bursar**)
4. Fr. Paul Parathazham (**Management representative**)
5. P K Madhu IPS (**Alumni Representative**)
6. Sri. Saneesh George (**External Member**)
7. Prof. (Dr.) P.K. Abdul Aziz (**External Member**)
8. Dr. Cyriac Joseph (**External member**)
9. Fr. Jose Moorkattil (**External Member**)
10. Dr. T M Joseph (**External Member**)
11. Sri. Joy Kizhakkal (**PTA representative**)
12. Dr. Jenni K. Alex (**Department of Economics**)
13. Ms. Dary John (**Department of Mathematics**)
14. Ms. Princy Jacob (**Department of English**)
15. Ms. Jisha Jacob (**Department of Zoology**)
16. Dr. Divya James (**Department of Commerce**)
17. Dr. Cincy George (**Department of Chemistry**)
18. Sri. Noble C Kurian (**Department of Physics**)
19. Dr. Sr. Simi N J (**Department of Physics**)
20. Ms. Liz Jacob (**Librarian**)
21. Ms. Shylet Peter (**Office superintendent**)
22. Ms. Edna Anna Vilot (**Student representative**)

  
Dr. Anju T R  
IQAC Coordinator

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Thodupuzha East  
Kerala - 685 585  
Date: 16.02.2024

NEWMAN COLLEGE THODUPUZHA  
(NAAC Accredited 'A' Grade Institution)  
(Affiliated to Mahatma Gandhi University, Kottayam)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE IQAC MEETING HELD ON 16.02.2024 AT REV. DR. JOHN  
VALLAMATTAM HALL

Members Present

1. Dr. Bijimol Thomas (Chairman) *ant*
2. Dr. Saju Abraham (Vice Principal) *Abraham*
3. Fr. Benson N Antony (Bursar) *Benson*
4. Dr. Jenni K. Alex (Department of Economics) *Jenni*
5. Ms. Dary John (Department of Mathematics) *Dary*
6. Ms. Princy Jacob (Department of English) *Princy*
7. Ms. Jisha Jacob (Department of Zoology) *Jisha*
8. Dr. Divya James (Department of Commerce) *Divya*
9. Dr. Cincy George (Department of Chemistry) *Cincy*
10. Sri. Noble C Kurian (Department of Physics) *Noble*
11. Dr. Sr. Simi N J (Department of Physics) *Simi*
12. Ms. Liz Jacob (Librarian) *Liz*
13. Ms. Shylet Peter (Office superintendent) *Shylet*
14. Dr. Anju T R (IQAC coordinator) *Anju*

Minutes

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.

2. IQAC members discussed the details of preparations for the next stage of NAAC A and A process. It was decided to conduct internal mock visits in February and one external mock visit in March 2024.
3. Dr. Simi suggested that the OBE mapping should be completed as soon as the University results are declared.
4. Dr Jenni K Alex informed the IQAC regarding the staff tour on 17 February 2024.
5. Ms. Princy Jacob informed the IQAC regarding the arrangements for the Newman Youth Excellence Award competitions. She also informed the progress of the drama coordinated by the Department of English under the leadership of Dr. George Sebastain.
6. The meeting ended at 04:30 PM.

Dr. Anju T R

IQAC Coordinator



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

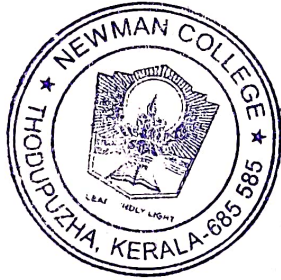
**ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 16.02.2024**

1. Internal mock visit to departments was conducted by IQAC members.
2. All departments were instructed to complete outcome mapping and IQAC assistance was provided to those who find any difficulty in completing the task.
3. Staff tour was conducted on 17 February 2024.
4. The enacting of drama – Romeo and Juliet- attracted a huge crowd to Newman College.



Dr. Anju T R

IQAC Coordinator



Dr. Bijimol Thomas

Principal

DR. BIJIMOL THOMAS  
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Thodupuzha East  
Kerala – 685 585  
Date: 11.03.2024

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**NOTICE- IQAC MEETING**

Dear Sir/Madam


A meeting of the IQAC members is convened at 03.10 pm on 15.03.2024 (Friday). All members are requested to attend the meeting without fail.

**Agenda**

1. External Mock visit
2. Curricular feedback action taken
3. IQAC activity report
4. Any other relevant matters

**Members**

1. Dr. Bijimol Thomas (Chairman)
2. Dr. Saju Abraham (Vice Principal)
3. Fr. Benson N Antony (Bursar)
4. Fr. Paul Parathazham (Management representative)
5. P K Madhu IPS (Alumni Representative)
6. Sri. Saneesh George (External Member)
7. Prof. (Dr.) P.K. Abdul Aziz (External Member)
8. Dr. Cyriac Joseph (External member)
9. Fr. Jose Moorkattil (External Member)
10. Dr. T M Joseph (External Member)
11. Sri. Joy Kizhakkal (PTA representative)
12. Dr. Jenni K. Alex (Department of Economics)
13. Ms. Dary John (Department of Mathematics)
14. Ms. Princy Jacob (Department of English)
15. Ms. Jisha Jacob (Department of Zoology)
16. Dr. Divya James (Department of Commerce)
17. Dr. Cincy George (Department of Chemistry)
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Dr. Anju T R  
IQAC Coordinator

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Thodupuzha East  
Kerala – 685 585  
Date: 15.03.2024

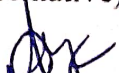
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(Affiliated to Mahatma Gandhi University, Kottayam)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE IQAC MEETING HELD ON 15.03.2024**


**Members Present**

1. Dr. Bijimol Thomas (Chairman) *Bijimol*
2. Dr. Saju Abraham (Vice Principal) *Saju*
3. Fr. Benson N Antony (Bursar) *Benson*
4. Fr. Paul Parathazham (Management representative) *Paul*
5. P K Madhu IPS (Alumni Representative) *Madhu*
6. Sri. Saneesh George (External Member) *Saneesh*
7. Prof. (Dr.) P.K. Abdul Aziz (External Member)
8. Dr. Cyriac Joseph (External member) *Cyriac*
9. Fr. Jose Moorkattil (External Member) *Jose*
10. Dr. T M Joseph (External Member) *TM*
11. Sri. Joy Kizhakkal (PTA representative) *Joy*
12. Dr. Jenni K. Alex (Department of Economics) *Jenni*
13. Ms. Dary John (Department of Mathematics) *Dary*
14. Ms. Princy Jacob (Department of English) *Princy*
15. Ms. Jisha Jacob (Department of Zoology) *Jisha*
16. Dr. Divya James (Department of Commerce) *Divya*
17. Dr. Cincy George (Department of Chemistry) *Cincy*
18. Sri. Noble C Kurian (Department of Physics) *Noble*
19. Dr. Sr. Simi N J (Department of Physics) *Simi*
20. Ms. Liz Jacob (Librarian) *Liz*

21. Ms. Shylet Peter (Office superintendent)
22. Ms. Edna Anna Vilot (Student representative)
23. Dr. Anju T R (IQAC Coordinator) 

### Minutes

1. The meeting started with a silent prayer. The minutes of the previous meeting were read and approved.
2. The IQAC members discussed the activities planned for Peer Team Visit and decided to schedule a mock visit on 22 March 2024
3. Criteria 1 coordinator presented the curricular feedback form for circulation
4. IQAC coordinator presented the IQAC report of 2023-2024 and placed before the meeting members for suggestions.
5. The meeting ended at 04:00 PM.

  
Dr. Anju T R  
IQAC Coordinator



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**ACTION TAKEN REPORT OF THE IQAC MEETING HELD ON 15.03.2024**

1. Curricular feedback was collected from various stakeholders
2. Mock visit was conducted on 22 March 2024



Dr. Anju T R

IQAC Coordinator



Dr. Bijimol Thomas

Principal

DR. BIJIMOL THOMAS  
PRINCIPAL  
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PEN: 467337

