

**AGENDA ITEMS PLACED BEFORE THE THIRD IQAC MEETING OF 2023-24 TO BE HELD ON MONDAY, 30 OCTOBER 2023 AT 3.15 pm**

**Agenda Notes:**

**A. Confirmation of the minutes of the previous meeting of the IQAC held on 21 August 2023.**

The minutes will be placed before the members at the meeting scheduled for 30 October 2023 where approval of the members will be sought.

**B. Action taken on the resolutions and decisions of the IQAC meeting held on 21 August 2023**

<b>IQAC resolution/decision</b>	<b>Action Taken</b>
<b>No.1/ II IQAC 2023-24: Academic and administrative audit</b>	<p>The Academic and Administrative Audit would be held on 31.8.2023 and 1.9.2023. as decided earlier the three members would be Dr Aloysius Edward, Dr Richard Gonsalves and Dr Ordetta Mendonca.</p> <p>Dr Aloysius Edward would be present only on 31.8.2023.</p> <p>The following schedule was decided for the two days</p> <p><b>31.8.2023</b> – The seven criteria heads would present their presentation. The answers to the Q1 questions will not be read out but the supportive documents needs to be shown by the members. The Qn questions need to be shown by the criteria heads. After the presentation the student representatives would meet the team for an interactive session.</p> <p><b>1.9.2023</b>- The team would go around and see the various facilities of the college. After which they would visit the departments and ask for any departments to present their PPT. the day would end by the members addressing the staff members.</p>
<b>No.2/ II IQAC 2023-24: Any other matter</b>	<p>Visit to Providence College- The Principal, Vice Principal, PG Coordinator, IQAC Coordinator, Dr Deviprabha and Mrs Vinatha would visit Providence College Calicut to see their documentation and infrastructure as they had an A+ grade.</p>

**C. Items to be placed before the third meeting of the IQAC for 2023-24 to be held on 30 OCTOBER 2023.**

**No.1/ III IQAC 2023-24:** Review of Academic and Administrative Audit

**No.2/ III IQAC 2023-24:** Finalise the perspective plan from 2023-2033

**No.3/ III IQAC 2023-24:** Any other matter



Dr. Ita D'Souza

IQAC Coordinator



Sr. Dr. M Venissa AC

Principal & Chairperson