



INTERNAL QUALITY ASSURANCE CELL

MAR THOMA COLLEGE, THIRUVALLA

MTC/IQAC-ATR/2013-14

Date: - 31/03/2014

ACTION TAKEN REPORT

MEETING NO.	DATE	DECISIONS	ACTION TAKEN
I-67	12-12-13	Promote practices, programmes and efforts that are Green Initiatives and which aim at protecting and preserving our environment.	<ul style="list-style-type: none">• Department of Zoology hosted a seminar on 'The Western Ghats- Conservation, Issues and Concern' on 17-03-2014.• A Two day lecture on 'Bio-diversity of Western Ghats-Present Scenario and future threats was conducted on 04-03-2014 and 05-03-2014.• A one-day seminar on 'The Kasturi Rangan Report was held on 20-11-2013.
II-3	30-12-2013	Decided to celebrate days of national and international importance.	National Science Day Celebrations were organized by the Department of Chemistry on 28-02-2014
I-67	12-12-13	Decided to organize programmes to instil moral values and virtues among students.	The Department of Commerce organised a Workshop on human values titled 'Importance of Gratitude in Human Life' on 19-12-2013.
I-64	31-10-2013	After detailed discussion in the IQAC on the draft prepared for autonomy, it was decided to appoint an expert committee to study the instances of successes and demerits of the same.	<ul style="list-style-type: none">• The Department of Political Science organized a workshop on 'Autonomy for Colleges' on 17-09-2013.• The IQAC conducted a One-day Orientation Programme for Teachers

I-67	12-12-13	<ul style="list-style-type: none"> To organize seminars/workshops in the wake of autonomy being granted to Higher Educational Institutions in the State. Discussed operational aspects of autonomy and decided to organize an orientation programme for the faculty, especially for those with less than five years of service. 	<p>on Academic Reforms and Autonomy on 8th of November, 2013.</p> <p>Dr. PJ Alexander, Former DGP, Govt of Kerala delivered a talk on 'Higher Education: Curriculum and Beyond' and Dr. Achuth S Sankar delivered talk on 'Reforms in Higher Education and Autonomy'</p>
II- 11	17-03-2014	IQAC decided to appoint department level coordinators to monitor and assist in the preparations for the NAAC accreditation.	Department level coordinators were selected and departments were asked to prepare a database containing the information pertaining to the activities annually.
II- 5 II-8	05-02-2014 21-02-2014	Internal and external 'Academic audit' of the departments should be conducted	<ul style="list-style-type: none"> The HODs presented a brief review of the work done in the departments and a brief discussion for betterment was held on 06-02-2014. The Governing Council was requested to appoint a team for the internal evaluation of the functioning of the departments.
II- 5	05-02-2013	Students' feedback on courses and faculty should be taken.	Feedback was collected and filed for review by the end of the academic year in March.
I-51	12-07-2013	The Principal urged all the departments to send proposals for seminars/ workshops/ major and minor projects. He also informed the last date for application to the UGC- 16 th July, 2013.	By 15 th of July, 2013 seven departments submitted proposals for seminars and research projects.
II- 3	30-12-	Departments should be encouraged to organize	A total of 14 seminars/lectures were conducted by the different

	2013	academic programmes and take up projects.	departments in the college.
II- 7	06-02-2014	Detailed study of RUSA funding and conditions to avail the funding, and if possible to apply for the funding.	
II-11	17-03-2014	Prepare a database for the last two years. Prepare a list of seminars/workshops/ extension programmes with details of the programmes conducted.	The necessary details were collected and filed in the department for future use. The information was tabulated and the reports included in the preparation and submission of the AQAR.
II-12	17-03-2014	To constitute seven committees for compiling the documents pertaining to the seven point criteria of NAAC.	The criterion committees were constituted and the IQAC was revamped according to the new stipulations of the UGC.

IQAC Chairperson

Sd/-

Dr. Alex Mathew, Principal

IQAC Coordinator

Sd/-

Dr. Icy K John