

HOLY CROSS COLLEGE (Autonomous), Nagercoil

Internal Quality Assurance Cell

Internal Meet -14-06-2019

Agenda

Prayer

Welcome Address

Presentation of the previous minutes

- To organise Student Induction Programme
- Orientation for junior faculty and Renewal programme for all the teaching and non teaching staff
- SWOC analysis
- Release of biannual newsletter
- To organise Alumnae and PTA before the peer team visit
- To carry out External peer team visit

HOLY CROSS COLLEGE (Autonomous), Nagercoil

IQAC Internal Meet 14-06-2019

Minutes of the Internal Quality Assurance Cell (IQAC) Meeting 18-03-2019

The Internal IQAC meeting commenced with the prayer. Dr. Sr. Anne Perpet Sophy, the Chair Person welcomed the members. Dr. H.Jimsy Asha, the IQAC coordinator read the minutes of the previous meeting and was approved by the members.

Action taken on the minutes of the previous meeting was discussed:

Recommendations	Action Taken
Biannual newsletter	The biannual newsletter will be released in July
Institutional SSS	Institutional SSS was collected and consolidated through Google forms
Orientation programme for teaching and non-teaching staff	Orientation programmes are carried out
To organise FDP programme	Decided to send the proposal to the funding agencies

Internal Quality Assurance Cell

Internal Meet

Date : 14-06-2019

Time : 2: 00 pm to 3:15pm

Place : IQAC Room

Name of the Person	Designation	Signature
Dr.Sr.AnnePerpetSophy : (Principal)	Chair Person	<i>Sr. Anne Perpet Sophy</i>
Dr.H.Jimsy Asha	IQAC Co-ordinator	<i>H. Jimsy Asha</i>
Administrative Officers		
Dr.Sr.GerardinJayam	Secretary	<i>Sr. Gerardin Jayam</i> 14.6.19
Dr.Vinolia Josephine Mary	Controller of Examinations	<i>Vinolia</i>
Dr.Sr.Leema Rose	Vice Principal	<i>Dr. Leema Rose</i>
Dr.Sr.MaryJohnsy	Librarian	<i>Sr. Mary Johnsy</i>
Dr.Regis	Research Co-ordinator	<i>Regis</i> 14/06/19
Dr.F.BriscaRenuga	Dean of Science	<i>Brisca Renuga</i> 14/06/19
Dr.C.Nirmala Louis	Dean of Students	<i>C. Nirmala Louis</i>
Ms.P.T.Anbu Hannah Dora	Clubs and Committees Co-ordinator	<i>P. T. Anbu Hannah Dora</i>
Members from the Management		
Sr.Shanthi	Junior Assistant	<i>Sr. Shanthi</i>
Members		
Dr.A.Anami Augustus Arul	IQAC Asst. Co-ordinator	<i>Anami</i>
Dr. Sr. SahayaSelvi	Assistant Professor, Department of Commerce	<i>Sahaya Selvi</i>
Dr.S.Sujitha	Assistant professor Department of Mathematics	<i>Sujitha</i>
Ms. Monica Rachael	Student (III Eng. Lit)	<i>Monica</i>

HOLY CROSS COLLEGE (Autonomous), Nagercoil

Internal Quality Assurance Cell

Internal Meet - 11-10-2019

Agenda

- Prayer
- Welcome Address
- Presentation of the previous minutes

S.No	Points of Discussion	Discussion By
1	Post Accreditation Quality Initiatives	All HoDs
2	Curriculum Revision	Deans
3	How to improve Perception	ARIIA Coordinator
4	Centralise Value Added Courses	IQAC Coordinator
5	Student IQAC	IQAC Coordinator
6	Any Other	

HOLY CROSS COLLEGE (Autonomous), Nagercoil

IQAC Internal Meet

Minutes of the Internal Quality Assurance Cell (IQAC) Meeting 14-06-2019

The Internal IQAC meeting commenced with the prayer. Dr. Sr. Anne Perpet Sophy, the Chair Person welcomed the members. Dr.H.Jimsy Asha, the IQAC coordinator read the minutes of the previous meeting and was approved by the members.

Action taken on the minutes of the previous meeting was discussed:

Recommendations	Action Taken
<ul style="list-style-type: none">To organise Student Induction Programme (SIP)	The SIP programme was organised for the new learners to accommodate, feel conducive and to initiate the students into college education. The programme made an indelible effect in the students. The Programme was organised on 12 th , 17-19 th and 26 th of June.
<ul style="list-style-type: none">Orientation for junior faculty and Renewal programme for all the teaching and non teaching staff	Renewal programme and orientation programmes were arranged for the teaching and non-teaching faculty in the month of June.
<ul style="list-style-type: none">SLOC analysis	SLOC analysis was carried out by the departments in the month of July and the consolidated report was analysed.
<ul style="list-style-type: none">Release of biannual newsletter	IQAC newsletter was released in the month of July.
<ul style="list-style-type: none">To organise Alumnae and PTA before the peer team visit	The meeting was organised
<ul style="list-style-type: none">To carry out External peer team visit	External peer team visit was carried out on 1-7-2019. The experts evaluated the performance and the activities of the IQAC, Departments and the Centres of the college.

Internal Quality Assurance Cell

Internal Meet

Date : 11-10-2019

Time : 1: 30 pm to 3:15pm

Place : Joseph's Hall

Name of the Person	Designation	Signature
Dr.Sr.Anne Perpet Sophy : (Principal)	Chair Person	<i>Dr. Anne Perpet Sophy</i>
Dr.H.Jimsy Asha	IQAC Co-ordinator	<i>H. Jimsy Asha</i> 11/10/19
Administrative Officers		
Dr.Sr.Gerardin Jayam	Secretary	<i>Sr. Gerardin</i> 11.10.19
Dr.Vinolia Josephine Mary	Controller of Examinations	<i>Vinolia</i> 11/10/19
Dr.Sr.Leema Rose	Vice Principal	<i>Dr. Leema</i>
Dr.Sr.Mary Johnsy	Librarian	<i>Sr. Mary</i>
Dr.Regis	Research Co-ordinator	<i>Dr. Regis</i>
Dr.F.Brisca Renuga	Dean of Science	<i>B. Brisca</i>
Dr.C.Nirmala Louis	Dean of Students	<i>C. Nirmala</i>
Ms.P.T.Anbu Hannah Dora	Clubs and Committees Co-ordinator	<i>P.T. Anbu</i> 11.10.19
Members from the Management		
Sr.Shanthi	Junior Assistant	<i>Sr. Shanthy</i>
Members		
Dr.A.Anami Augustus Arul	IQAC Asst. Co-ordinator	<i>A. Anami</i> 11/10/19
Dr. Sr. SahayaSelvi	Assistant Professor, Department of Commerce	<i>S. SahayaSelvi</i> 11/10/19
Dr.S.Sujitha	Assistant professor Department of Mathematics	<i>S. Sujitha</i> 11/10/19
Ms. Monica Rachael	Student (III Eng. Lit)	<i>Monica</i>

HOLY CROSS COLLEGE (Autonomous), Nagercoil

Internal Quality Assurance Cell (IQAC)

External Meet - 25-10-2019

Agenda

- Prayer
- Welcome Address
- Presentation of the previous minutes

S.No	Points of Discussion	Discussion By
1	Post Accreditation Quality Initiatives	COE Deans Research Coordinator Coordinator of Clubs and Committees IIC Coordinator
2	To revise the Syllabi for all the Programme to implement the same from 2020-21	Deans
3	Workshop on Curriculum Revision and Development for Sustainable and Societal Development	IQAC
4	Green Energy	IQAC
5	To introduce Self Defence certificate programme	IQAC
6	To conduct Internal Audit followed by Academic and Administrative Audit	IQAC
7	To apply for ARIIA and NIRF ranking	IQAC

HOLY CROSS COLLEGE (Autonomous), Nagercoil

Internal Quality Assurance Cell (IQAC) Meet

Minutes of the IQAC Internal Meeting 11-10-2019

The Internal IQAC meeting commenced with the prayer. Dr. Sr. Anne PerpetSophy, the Chair Person welcomed the members. The IQAC convened the internal meet with Deans, HoDs and the management to discuss the Post Accreditation Quality Initiatives. Dr.H.Jimsy Asha, the IQAC coordinator read the minutes of the previous meeting and was approved by the members.

Action taken on the minutes of the previous meeting was discussed:

Recommendations	Action Taken
Post Accreditation Quality Initiatives	Department of Chemistry and Commerce to start pre-incubation centres in household articles and decorative things. Department of Physics – to give hands on training to repair home appliances. Departments to start pre-incubation centres. Department of Zoology to organise regular webinars. DISCOVER – walk with the scholar programme by the department of Zoology.
Curriculum Revision	It is resolved to choose electives and allied papers focusing on skill and employability. The core papers can be revised according to the new developments.
How to improve Perception	Decided to inform parents, alumni and students about the perception and its importance.
Centralise Value Added Courses	Resolved to revise the Value Added Courses and present it in the board of studies, which is to be centralised and

	implemented from 2020-21.
Student IQAC	Decided to constitute student IQAC.
Any Other	Quality measures, disciplinary activities and maintenance areas were discussed

Internal Quality Assurance Cell

External Meet

Date : 27/10-2019

Time : 10: 30 am

Place : Joseph's Hall

Name of the Person	Designation	Signature
Dr.Sr.AnnePerpetSophy : (Principal)	Chair Person	<i>Sr. Anne Perpet Sophy</i>
Dr.H.Jimsy Asha	IQAC Co-ordinator	<i>H. Jimsy Asha</i>
Administrative Officers		
Dr.Sr.GerardinJayam	Secretary	<i>Sr. Gerardin Jayam</i>
Dr.Vinolia Josephine Mary	Controller of Examinations	<i>Vinolia</i>
Dr.Sr.Leema Rose	Vice Principal	<i>Dr. Leema Rose</i>
Dr.Sr.MaryJohnsy	Librarian	—
Dr.Regi	Research Co-ordinator	<i>Regi</i>
Dr. Shyla Suganthi	IIC Co-ordinator	<i>A. Suganthi</i>
Dr.F.BriscaRenuga	Dean of Science	<i>Brisca</i>
Dr.C.Nirmala Louis	Dean of Students	<i>C. Nirmala Louis</i>
Ms.P.T.Anbu Hannah Dora	Clubs and Committees Co-ordinator	<i>P.T. Anbu Hannah Dora</i>
External Members		
Dr.C.James	External Expert	<i>C. James</i>
Er.G Arul Jerald Prakash	Industrialist	<i>G. Arul Jerald Prakash</i>
Dr. H. Mary JesyRoch	Alumini	<i>H. Mary Jesy Roch</i>
Members from the Management		
Sr.Shanthi	Junior Assistant	<i>Shanthi</i>
Members		
Dr.A.Anami Augustus Arul	IQAC Asst. Co-ordinator	<i>Anami</i>
Dr. Sr. SahayaSelvi	Assistant Professor of Commerce	<i>Sahaya Selvi</i>
Dr.S.Sujitha	Assistant professor of Mathematics	<i>Sujitha</i>
Ms. Monica Rachael	Student (III B.A Eng. Lit)	<i>Monica</i>

