



St. Mary's College (Autonomous) – Thoothukudi

IQAC Meeting

Date: 12.07.2018 Time: 2.00p.m.

S.No.	Members	Signature
1	Dr. Sr. A.S.J. Lucia Rose Chairperson	<i>Lucia Rose</i>
2	Dr. S. Sudha Rani Co-ordinator	<i>S. Sudha Rani</i>
3	Ms. J. Anila Maily Asst. Co-ordinator	<i>J. Anila Maily</i>
4	Sr. F. Mary Joyce Baby Assistant Professor	<i>Joyce</i>
5	Dr. Jemma Hermaline Jesy Diaz Assistant Professor	<i>Jesy Diaz</i>
6	Dr. A. Lakshmi Assistant Professor	<i>A. Lakshmi</i>
7	Dr. J. Arul Jesti Assistant Professor	<i>J. Arul Jesti</i>
8	Ms. L. Smila Assistant Professor	<i>L. Smila</i>
9	Dr. C. James External Expert	<i>C. James</i>
10	Mr. J. Sahaya Reegan External Expert	
11	Ms. Mary Bridget Rohini Fernando Alumna	<i>Mary Bridget Rohini Fernando</i>
12	Ms. S. Anusia Student	<i>S. Anusia</i>

(i) Minutes of the IQAC meeting :

Date: 12.07.2018

Agenda

01. Continuing preparation of NAAC work
02. Need for an assessment by Administrators

The IQAC meeting was held on 12th July 2018. The IQAC coordinator Dr.S.Sudha Rani led the meeting. It was presided over by the principal Dr. Sr. A.S.J. Lucia Rose. She initiated a discussion on the preparation of NAAC Self Study Report. It was decided to go in for the Re-Accreditation process in the month of October.

Action taken

- Analysis of Curriculum
- Data collection was strengthened
- An Orientation for faculty was organized on 20th June 2018

Activities Planned

- Continuing NAAC preparation
- Need for assessment by administrators
- Orientation on Student Satisfaction Survey to be given

The meeting ended with the resolution to coordinate the data and do a thorough preliminary work.

S. Sudha Rani
IQAC Coordinator

Lucia Rose
IQAC President





St. Mary's College (Autonomous) – Thoothukudi

IQAC Meeting

Date: 18.09.2018 Time: 2.00p.m.

S.No.	Members	Signature
1	Dr. Sr. A.S.J. Lucia Rose Chairperson	<i>Lucia Rose</i>
2	Dr. S. Sudha Rani Co-ordinator	<i>S. Sudha Rani</i>
3	Ms. J. Anila Maily Asst. Co-ordinator	<i>J. Anila Maily</i>
4	Sr. F. Mary Joyce Baby Assistant Professor	<i>Joyce</i>
5	Dr. Jemma Hermaline Jesy Diaz Assistant Professor	<i>Jesy Diaz</i>
6	Dr. A. Lakshmi Assistant Professor	<i>A. Lakshmi</i>
7	Dr. J. Arul Jesti Assistant Professor	<i>Jesti</i>
8	Ms. L. Smila Assistant Professor	<i>L. Smila</i>
9	Dr. C. James External Expert	<i>C. James</i>
10	Mr. J. Sahaya Reegan External Expert	<i>J. Sahaya Reegan</i>
11	Ms. Mary Bridget Rohini Fernando Alumna	<i>Rohini</i>
12	Ms. S. Anusia Student	<i>S. Anusia</i>

(ii) Minutes of the IQAC meeting :

Date: 18.09.2018

Agenda

01. Assessment of External Expert

The IQAC meeting was held on 18th September 2018. The IQAC coordinator Dr.S.Sudha Rani led the meeting. It was presided over by the principal Dr.Sr.A.S.J. Lucia Rose. A discussion and assessment of the NAAC work was done, based on the review of the Administrators of the college.

Action Taken

- Presentation of Report to the Administrators on 7th September
- Orientation on Student Satisfaction Survey for faculty- in-charge on 17th September

Activity Planned

- Organize Review meetings for the NAAC work with external experts

The meeting ended with the resolution to implement the requirement.

S. Sudha Rani
IQAC Coordinator

Lucia Rose
IQAC President



(iii) Minutes of the IQAC meeting :

Date: 31.10.2018

Agenda

01. Assessment by External Experts
02. Review of assessments

The IQAC meeting was held on 31st October 2018. The IQAC coordinator Dr.S.Sudha Rani led the meeting. It was presided over by the principal Dr. Sr. A.S.J. Lucia Rose. A review and discussion was initiated by the principal on the experts who assessed the NAAC preparatory work.

Action Taken

- Orientation on 'NAAC Self Study Report' and presentation of the report to the external expert - Second Review Meeting on 8th October
- Orientation on 'Data Validation and Requirements' and Third Review Meeting of an external expert on 22nd October
- Orientation on 'Benchmark for NAAC assessment and Fourth Review Meeting on 27th October
- Final presentation of the report to all faculty of the institution was done on 31st October

Activity Planned

- Start online uploading of IIQA

The meeting ended with the resolution to implement the requirement.

S. Sudha Rani

IQAC Coordinator

Lucia Rose

IQAC President





St. Mary's College (Autonomous) – Thoothukudi

IQAC Meeting

Date: 31.10.2018 Time: 2.00p.m.

S.No.	Members	Signature
1	Dr. Sr. A.S.J. Lucia Rose Chairperson	<i>Lucia Rose</i>
2	Dr. S. Sudha Rani Co-ordinator	<i>S. Sudha Rani</i>
3	Ms. J. Anila Maily Asst. Co-ordinator	<i>J. Anila Maily</i>
4	Sr. F. Mary Joyce Baby Assistant Professor	<i>Joyce</i>
5	Dr. Jemma Hermaline Jesy Diaz Assistant Professor	<i>Jesy Diaz</i>
6	Dr. A. Lakshmi Assistant Professor	<i>A. Lakshmi</i>
7	Dr. J. Arul Jesti Assistant Professor	<i>Jesti</i>
8	Ms. L. Smila Assistant Professor	<i>L. Smila</i>
9	Dr. C. James External Expert	
10	Mr. J. Sahaya Reegan External Expert	<i>J. Sahaya Reegan</i>
11	Ms. Mary Bridget Rohini Fernando Alumna	<i>Rohini</i>
12	Ms. S. Anusia Student	<i>S. Anusia</i>

(iv) Minutes of the IQAC meeting :

Date: 22.01.2019

Agenda

01. Review of submission of NAAC Report
02. Orient students on Student Satisfaction Survey
03. Organise orientation for faculty, non-teaching faculty and students

The IQAC meeting was held on 22nd January 2019. The IQAC coordinator Dr.S.Sudha Rani led the meeting. It was presided over by the principal Dr. Sr. A.S.J. Lucia Rose. A review and discussion was initiated by the principal on the submission of NAAC Report. She appreciated the hard work put by the IQAC members.

Action Taken

- IIQA submission was on 16th November and was approved on 4th December
- Beginning of SSR online filling from 5th December 2018 and ending on 20th January 2019

Activities Planned

- Orient students on Student Satisfaction Survey
- Organise orientation for faculty, non-teaching faculty and students

The meeting ended with the resolution to implement the requirements.

S. Sudha Rani
IQAC Coordinator

Lucia Rose
IQAC President





St. Mary's College (Autonomous) – Thoothukudi

IQAC Meeting

Date: 22.01.2019 Time: 2.00p.m.

S.No.	Members	Signature
1	Dr. Sr. A.S.J. Lucia Rose Chairperson	<i>Lucia Rose</i>
2	Dr. S. Sudha Rani Co-ordinator	<i>S. Sudha Rani</i>
3	Ms. J. Anila Maily Asst. Co-ordinator	<i>J. Anila Maily</i>
4	Sr. F. Mary Joyce Baby Assistant Professor	<i>Joyce</i>
5	Dr. Jemma Hermeline Jesy Diaz Assistant Professor	<i>Jesy Diaz</i>
6	Dr. A. Lakshmi Assistant Professor	<i>A.L.</i>
7	Dr. J. Arul Jesti Assistant Professor	<i>Jesti</i>
8	Ms. L. Smila Assistant Professor	<i>L. Smila</i>
9	Dr. C. James External Expert	<i>James</i>
10	Mr. J. Sahaya Reegan External Expert	<i>J. Sahaya Reegan</i>
11	Ms. Mary Bridget Rohini Fernando Alumna	<i>Rohini</i>
12	Ms. S. Anusia Student	<i>S. Anusia</i>



St. Mary's College (Autonomous) – Thoothukudi

IQAC Meeting

Date: 12.02.2019 Time: 2.00p.m.

S.No.	Members	Signature
1	Dr. Sr. A.S.J. Lucia Rose Chairperson	<i>Lucia Rose</i>
2	Dr. S. Sudha Rani Co-ordinator	<i>S. Sudha Rani</i>
3	Ms. J. Anila Maily Asst. Co-ordinator	<i>J. Anilaily</i>
4	Sr. F. Mary Joyce Baby Assistant Professor	<i>Joyce</i>
5	Dr. Jemma Hermaline Jesy Diaz Assistant Professor	<i>Jesy Diaz</i>
6	Dr. A. Lakshmi Assistant Professor	<i>A. Lakshmi</i>
7	Dr. J. Arul Jesti Assistant Professor	<i>Jesti</i>
8	Ms. L. Smila Assistant Professor	<i>L. Smila</i>
9	Dr. C. James External Expert	
10	Mr. J. Sahaya Reegan External Expert	<i>J. Sahaya Reegan</i>
11	Ms. Mary Bridget Rohini Fernando Alumna	<i>Rohini</i>
12	Ms. S. Anusia Student	<i>S. Anusia</i>

(v) Minutes of the IQAC meeting :

Date: 12.02.2019

Agenda

01. Review of orientation for faculty, non-teaching faculty and students
02. Review of Student Satisfaction Survey
03. DVV Clarification process

The IQAC meeting was held on 12th February 2019. The IQAC coordinator Dr.S.Sudha Rani led the meeting. It was presided over by the principal Dr. Sr. A.S.J. Lucia Rose. A review and discussion was initiated by the principal on the orientation for faculty, non-teaching faculty and students. She appreciated the resourcefulness of the orientation programme and the successful completion of the Student Satisfaction Survey.

Action Taken

- A Two-day Orientation programme on 'Sustaining Quality' for faculty, non-teaching faculty and students was organised on 29th and 30th January 2019
- Students were oriented on Students Satisfaction Survey which began on 23rd January

Activities Planned

- Preparedness for DVV Clarification and forthcoming Peer Team visit
- Organise a workshop on E-content development

The meeting ended with the resolution to implement the requirements.


IQAC Coordinator


IQAC President

