



St Berchmans College

Founded 1992

AUTONOMOUS

College with Potential for Excellence | Reaccredited by NAAC with A Grade

NIRF Rank 2022 : 62 www.sbcollege.ac.in



Notice

Date & Time - 06/09/2018 (Thursday) at 2 pm

Period - June to November

Venue - Conference Hall

Agenda:

- 1 Review of activities of College/IQAC in the first term
- 2 Drafting of plan of action of IQAC for the second term
- 3 Review recommendations of Academic and Administrative Audit done by external experts
- 4 Internal Academic and Administrative Audit of 17-18
- 5 Analysis of Teaching, Learning and Evaluation process

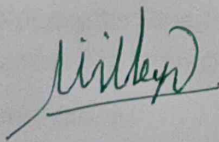
Co-ordinator - IQAC
St Berchmans College (Autonomous)
Changanacherry, Kerala - 686 101
iqac@sbcollege.ac.in



PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY- 1
KOTTAYAM, KERALA

Attendance

1. Fr. John Joseph
2. Fr. Reji P. Kurian
3. Joseph Kurian
4. Abraham K.E.
5. Ajai Jose
6. Sajith Mathew J
7. Sebastian K.S.
8. Shine C Mathew
9. Binsai Sebastian
10. Vimal Mohan John
11. Gowry Prasad
12. Fr. Jose George
13. Tomy C valayil
14. Dr. Kuruvila Joseph
15. N.M. Mthewes
16. Samson M Valiyaparambil
17. K.D. Chacko



PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY- 1
KOTTAYAM, KERALA



Highlights of the meeting

A meeting of the IQAC was held on 6th September 2018 in the college conference hall. The Chairman, Principal Rev Fr. John Joseph Mullenparackal presided the meeting 17 members participated in the meeting. The meeting began with a silent prayer and the IQAC coordinator welcomed the members. He also presented the minutes, decisions and action taken report of the previous meeting. The minutes of the previous meeting were approved Fr.Principal introduced the agenda of the meeting .The meeting reviewed the activities of the IQAC in the first term and also the recommendations of the external experts of the academic audit. It was suggested in the meeting to track the student progression through their T.C. applications.

Dr Kuruvilla Joseph stressed the need to audit the internal examination question papers with the help of experts. It was also suggested in the meeting to conduct a course evaluation by the students. The meeting reviewed the results for the academic year 2017-18 of all the courses.

Mr. Samson Mathew, external expert, urged the need for a professional and critical evaluation of the results. The meeting also discussed the importance of certificate courses, add-on programmes special English training programmes etc. The meeting found the research output has to be improved and suggested to put a target that all faculties must work towards their PhD degree by 2022. Dr. Kuruvilla Joseph, Dean, Indian Inst. of Space Science and Technology suggested to track the citation of the faculty, department and the institute for further improvement

Dr. Mathew Joseph of the Department of Management Studies attended the meeting as a special invitee and shared the information that he obtained by attending a seminar at Delhi on new ARIA (ATAL Ranking on Institutional Innovation) ranking on Innovation and Incubation.

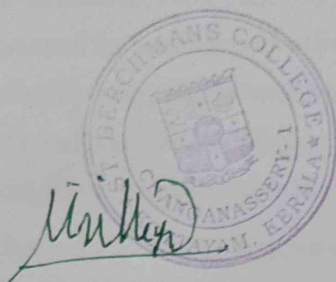
Mr Tomy C Vadayil suggested to monitor the output of faculty with the help of external experts and stressed the importance of accountability. Dr. Kuruvilla Joseph recommended to conduct a department-wise alumni meeting and to incorporate their suggestions in the development of the college Fr. Reji Kurien, Vice Principal described the activities of the relief camp that operated in the college campus during the flood, that accommodated 450 victims, provided materials to 60 camps and supplied kits to nearly 250 families.

Decisions taken

1. To set up an Innovation Cell in the college and to participate in ARIIA ranking
2. To create awareness for curriculum designing and to organise a national seminar on outcome based education with the best available resource persons
3. To give thrust for department-wise alumni meetings
4. To strengthen the administrative audit
5. To participate in NIRF 2019 by collecting all relevant documents
6. To take the feedback from stake holders especially using a student satisfaction survey
7. To motivate students for more participation in university level arts and sports competitions



8. To provide more placement based training to students
9. To organise more international seminars in the campus
10. To upload the AQAR of 2017-18 by December last week
11. To participate in the extension programmes like Unnat Bharat Abhiyan (village adoption), Swachh Bharat internship etc.
12. To apply for RUSA funding.

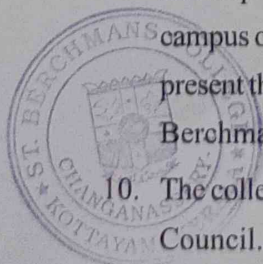


PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY- 1
KOTTAYAM, KERALA

Action taken report

Based on the decisions taken in the meeting held on 6.9.2018

1. An innovation cell was constituted with Dr. Mathew Joseph, Justin John and Binu Mathew Job in charge.
2. The IQAC issued a note on curriculum designing with the relevant points taken from NAAC manual and organised a national seminar on curriculum designing and outcome based education with Dr Sheela Ramachandran, Pro Chancellor, Atmiya University Rajkot as the chief resource person. NAAC sponsored the seminar with a financial assistance of Rs. 1 lakh. Dr. Tomlal Jose E and Dr Sajith Mathews T participated in the academic committee meetings for curriculum revision and give inputs. Extra credit courses (like Disaster Management, Social Works Programme, Finishing School, MOOC courses) were included in the syllabus.
3. Departments like Chemistry, English, Economics and Management Studies conducted department level alumni meetings.
4. A one week administrative audit was conducted by the DD office and the DD addressed the staff council and office staff to gather their suggestions.
5. The college registered for and uploaded the NIRF 2019 data.
6. The IQAC drafted questionnaires in Google Forms format for collecting feedback from stakeholders especially for the Student Satisfaction Survey.
7. The IQAC inspired the Students Union for greater participation in arts and sports events and the college improved their performance by scoring 7 place with 4 first, 4 second and 3 third prizes in the Mahatma Gandhi University Youth Festival.
8. Many departments like Management Studies, B.Com (SF) and the HRD organized placement training programmes.
9. The Chemistry and Commerce departments organised international seminars and S.B. College and Sophia University, Tokyo, Japan jointly organised a research colloquium at S.B. College campus on 01 November 2018. The research cell of the college organized a Researchers Meet to present the work of the research scholars. Nobel Prize winner Prof. Ada Yonath delivered the 2nd Berchmans Erudite Lecture on 04 February 2019.
10. The college submitted the AQAR in the last week of December after placing it in the Academic Council.



ST. BERCHMANS COLLEGE
CHANGANNASSERY
KOTTAYAM, KERALA

11. The college registered for UBA and constituted a committee for its effective implementation.
12. The state government approved the RUSA project with a grant of Rs. 2 crores.



PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY- 1
KOTTAYAM, KERALA





St Berchmans College

Founded 1922

AUTONOMOUS

College with Potential for Excellence | Reaccredited by NAAC with A Grade

NIRF Rank 2022 : 62 | www.sbcollege.ac.in



Notice

Date & Time - 21 March 2019 (Thursday) at 2.30pm

Period – December to June

Venue – Conference Hall

Agenda:

1. Review of activities of College/IQAC in the academic year 2018-19
2. Plan of action for 2019-20
3. Farewell to Fr. Principal
4. Any other matter

coordinator

Co-ordinator - IQAC
St Berchmans College (Autonomous)
Changanacherry, Kerala - 686 101
iqac@sbcollege.ac.in



PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY- 1
KOTTAYAM, KERALA

Members Present

1. Fr. John Joseph
2. Tomlal Jose
3. Fr. Reji P Kurian
4. Fr. John J Chavara
5. Dr. Vinod Mohan John
6. Sebastian K.S.
7. Binu Mathew John
8. Binsai Sebastian
9. Bichu Antony George
10. Gowry Prasad
11. Samson M Valiyaparambil
12. Dr. Bejoy Francis
13. Dr. Sajith Mathews
14. Abraham K.E.
15. K.D. Chacko



PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY- 1
KOTTAYAM, KERALA

Highlights of the meeting

A meeting of the IQAC was held on 21th March 2019 in the college conference hall. The Chairman, Rev Fr. John Joseph Mullenparackal, Principal, presided the meeting. 15 members participated in the meeting. The meeting began with a silent prayer and the IQAC coordinator welcomed the members. He also presented the minutes, decisions and action taken report of the previous meeting. The minutes of the previous meeting were approved. Fr. Principal introduced the agenda of the meeting. The meeting reviewed the activities of the IQAC in the second term.

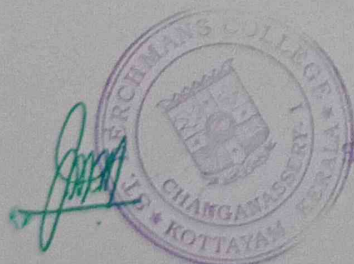
The meeting stressed the importance of promoting consultancy services of the college in various areas like water quality testing, food processing etc. Meeting also decided to constitute a committee to promote the same. The meeting also suggested on the ways to measure the outcome attainment and entrusted the Department of Mathematics to study the feasibility. Meeting discussed the ways to improve the capability enhancement facilities of the college. It is also decided to constitute a Women's Studies Centre with Dr. Anila Skariah as in charge. It is also decided to strengthen the activities of the department of Human Resource by providing more placement opportunities to the students. Mr Samson Mathew pointed out to use the personal contacts to invite more firms and to provide hospitality for placement drives.

Degree Student representative Mr. Bichu requested to take steps to enhance the internship/placement opportunities for the students. PG student representative Ms. Gowry Prasad opined those students need training programmes and opportunities to get confidence to face interviews and group discussions and meeting stressed the importance of conducting department level seminars and group discussions.

Vice Principal Fr. Reji P Kurien delivered the felicitation to bid farewell to the retiring IQAC members Rev, Fr. John Joseph (Principal), Dr. K.E. Abraham (Controller of Examinations) and Mr. K.D. Chacko (Administrative Assistant). The meeting came to an end by 3.30pm.

Decisions taken

1. To constitute an office/committee to promote consultancy services of the college and draft consultancy policy of the college
2. To draft academic calendar for the year 2019-20
3. To draft self-appraisal forms for non-teaching staff
4. To strengthen the HRD Department of the college for placement
5. To include extra credit courses in the syllabus



PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY- 1
KOTTAYAM, KERALA

Action taken report

Based on the decisions taken in the meeting held on 21.03.2019

1. Constituted a committee for consultancy and drafted the consultancy policy
2. Drafted the college academic calendar for 2019-20
3. Drafted the self-appraisal forms for NT staff
4. Took initiatives to strengthen HRD and constitute placement committee with faculty members from departments
5. Implemented new syllabus with extra credit courses like social awareness programme, Basic life support systems and disaster management, finishing school, internship, virtual lab, MOOC courses etc.



PRINCIPAL
ST. BERCHMANS COLLEGE
CHANGANASSERY-1
KOTTAYAM, KERALA