



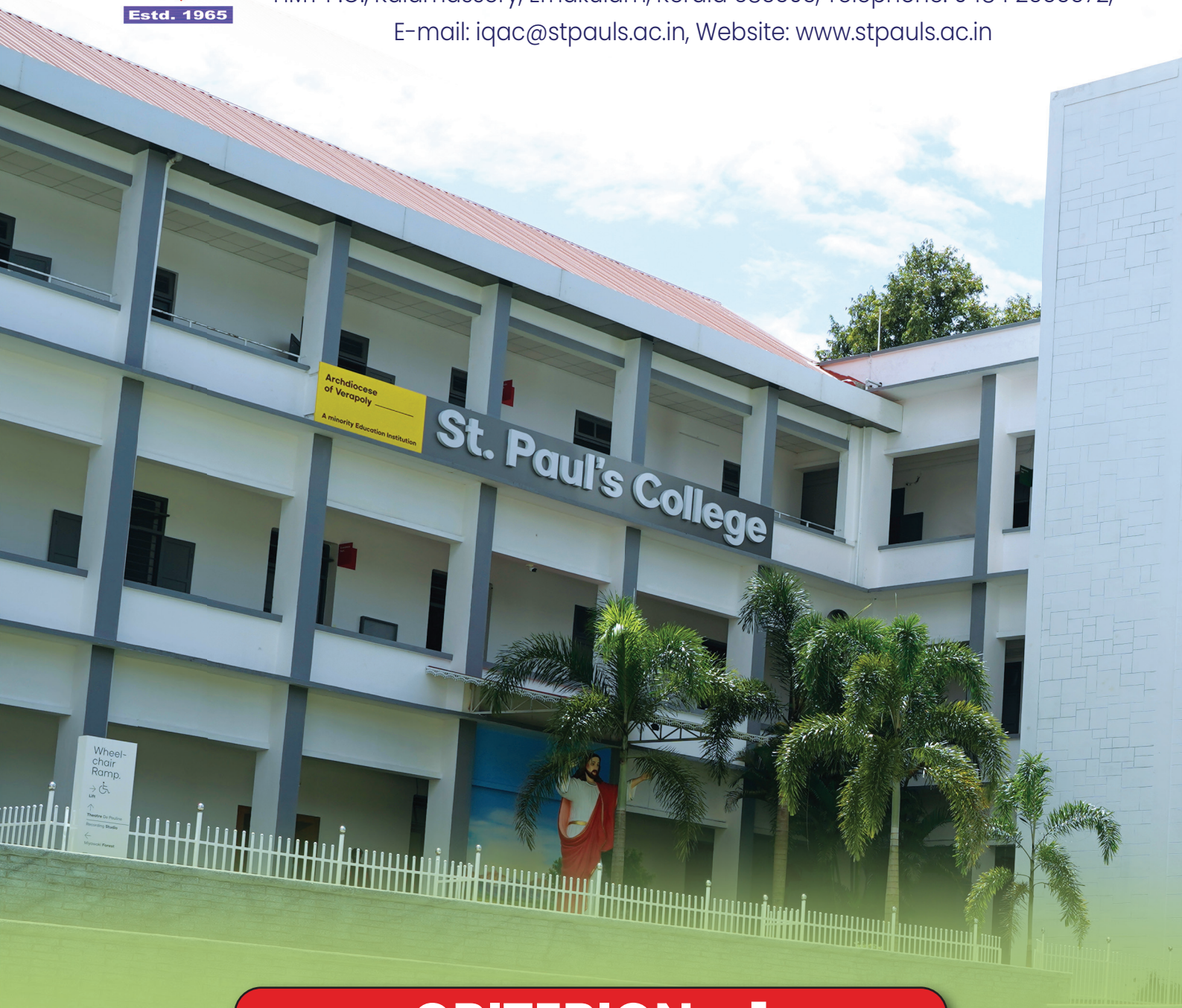
ST. PAUL'S COLLEGE, KALAMASSERY

Re-accredited with 'A' Grade (Fourth Cycle) by NAAC

(Affiliated to Mahatma Gandhi University, Kottayam)

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CRITERION 1

CURRICULAR ASPECTS

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

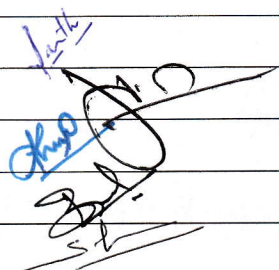
MINUTES



Submitted to

THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL



ST. PAUL'S COLLEGE KALAMASSERY

Minutes			
Committee Name	IQAC –Feedback		
Meeting Number with year 1, 2021	Committee Short Name/ Year/Meeting No.1,2,3 etc.	Day/ Date Time	August 2, 2.30 pm.
Members Present			
1. Dr. Savitha K.S. (Principal)			
2. Mr. Jose Xavier (Vice Principal)			
3. Dr. Asha E. Thomas (IQAC Coordinator)			
4. Mr. Binil Kumar M. R. (IQAC Associate Coordinator)			
5. Dr. Sumitha Franklin (Vice Principal)			
Members Absent			
1. Nil			
Agenda			
1. Feedback Collection Strategy discussion			
Minutes			
The meeting started with a silent prayer. The meeting was chaired by the Principal. The meeting discussed the modalities of distributing and collecting the feedback from different stakeholders. The following were the decisions taken in the meeting:			
1. It was decided to constitute a sub-committee to take feedback from different stakeholders. The sub-committee will constituted by including senior teachers from different departments			
2. It is also decided to complete the process by the end of October.			
3. The questionnaire from the previous year will be used with some relevant modifications.			
4. Random sampling technique will be used for collecting the data and the collected data will be analyzed using simple statistical tools.			
5. Action taken report will be prepared indicating the possible suggestions.			
The Meeting concluded at			3.30 p.m.

Minutes prepared by	 Dr. Asha E. Thomas Secretary of the meeting	Minutes passed by	 Dr, Savitha K.S Chairman of the Meeting
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ST. PAUL'S COLLEGE KALAMASSERY

Minutes			
Committee Name	IQAC –Feedback		
Meeting Number with year 2, 2022	Committee Short Name/ Year/Meeting No.1,2,3 etc.	Day/ Date Time	April 6, 2.30 pm.
Members Present			
1. Dr. Savitha K.S. (Principal)			
2. Mr. Jose Xavier (Vice Principal)			
3. Dr. Asha E. Thomas (IQAC Coordinator)			
4. Mr. Binil Kumar M. R. (IQAC Associate Coordinator)			
5. Dr. Sumitha Franklin (Vice Principal)			
Members Absent			
1. Nil			
Agenda			
1. Feedback Collection Strategy discussion			
Minutes			
The meeting started with a silent prayer. The meeting was chaired by the Principal. The meeting discussed the modalities of to be followed by the IQAC in analyzing the feedback taken as per the NAAC directions from. The following were the decisions taken in the meeting:			
1. Original data sheets are to be kept by the IQAC			
2. To keep the analysis of individual and department wise data with IQAC and share the report to respective teachers / departments			
3. The statistical analysis of data will be done using simple statistical tools.			
4. Action taken report will be prepared indicating the possible suggestions and submit the same to governing body. The consolidated report will be uploaded in the college website			
5. Dr. Asha E Thomas and Mr. Binil Kumar will be in charge of report making.			
The Meeting concluded at			3.30 p.m.

Minutes prepared by	 Dr. Asha E. Thomas Secretary of the meeting	Minutes passed by	 Dr, Savitha K.S Chairman of the Meeting
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