



Minutes of IQAC meeting held on 8-12-2022 at 3.30 pm IQAC room

Members attended

Sl No	Name	Designation/Department	Signature
1	Dr. Chandini Sam	Principal	Sd/
2	Dr.Xavier T S	IQAC coordinator	Sd/
3	Dr.Dinesh Babu	Associate Professor Chemistry	Sd/
4	Dr, Anisha G S	Associate Professor Zoology	Sd/
5	Dr.Prasad S	Assistant Professor Statistics	Sd/
6	Dr. Ajayakumar G	Assistant Professor Chemistry	Sd/
7	Dr.L.Vijai	Associate Professor Philosophy	Sd/
8	Dr.Raji T S	Assistant Professor Music	Sd/
9	Mr.Shiju Joseph	Assistant Professor Psychology	Sd/
10	Dr. Godwin S K	Associate Professor Economics	Sd/
11	Dr. Vinod G	Assistant Professor Commerce	Sd/
12	Dr. Dharmaja	Associate Professor Statistics	Sd/

Agenda

1. Appointment of external members representative, students member .old student representative, and Non-teaching staff.
2. Preparation of materials for uploading AQAR
3. Students satisfaction survey.
4. Data entry of AQAR

Discussion and decisions were taken:-

1. It is decided to give the name of nominees for the appointment of external members as per the first agenda.
2. The preparation of the write-up for uploading AQAR will be coordinated by Dr.L.Vijai and assisted by Dr. Sanchita J and Dr.Saritha G.
3. Students satisfaction survey will be coordinated by Dr. Ajayakumar G and supported by Dr.Xavier T S
4. It is decided to give submission to the Principal for issuing a note to the HOD regarding the changes in norms for submitting the AQAR.
5. It is decided to request PTA to provide supporting staff for IQAC.


Action Taken

1. The requests for decisions 1,4, and 5 are given to the Principal.
2. The survey form is prepared and circulated to the tutors.
3. Preparation of write-up is started.


Principal.

Principal (Special Grade)
Govt. College for Women,
Thiruvananthapuram.




Dr. Xavier T S
IQAC Coordinator