

UNION CHRISTIAN COLLEGE

(Affiliated to Mahatma Gandhi University, Kottayam)

Accredited by NAAC with "A++" Grade, Cycle-5 (CGPA 3.53)

ISO Certified 14001:2015. KIRF 12th Rank, NIRF Ranked

Post Box: 5

Aluva- 683 102

Ernakulam Dt. Kerala

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Email: ucc@uccollege.edu.in

principal@uccollege.edu.in

Report and minutes of the IQAC committee meeting held on 07/09/23 at 3:30 PM at IQAC room

Agenda: IIQA, Department Visit, NAAC file, AQAR, SSR, IQAC Committee 2023-24. Any other matter.

Members present:

Dr. Sunny kuriakose
Dr. Shimi Paul Baby
Dr. Ruby Elsa Jacob
Mr. Tarun George Philip
Dr. Vidhu Narayanan
Dr. Alex Mathew
Mr. Cijin K Paul
Dr. Jenish Paul
Dr. Sunil Abraham Thomas
Dr. Tiju Thome IRS
Dr. Manju M George
Dr. M. I. Punnoose

Reporting and Decisions taken: -

1. The IIQA Submitted to NAAC, verification under process. NAAC has asked clarification regards the new course BSM. The UGC order and university order has been uploaded waiting for the NAAC Approval.
2. Department Visit to be scheduled to check the NAAC criteria files and departmental presentation during the NAAC Visit.
3. NAAC files are getting ready in the IQAC room. The softcopy is also under preparation. The criteria committee members are requested to call their meeting individually and proceed with the file preparation.
4. AQAR for 2022-23 to be uploaded as early as possible. The IQAC coordinator entrusted with the same.
5. SSR preparation. Once the IIQA is approved, the SSR to be prepared. Need to get help from teachers from English department and also from retired teachers.
6. The IQAC core committee to be continued for next academic year also with the same members due to scheduled NAAC visit.
7. ISO certification is under process.

IQAC Co-ordinator

IQAC Chairman & Principal



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Report and minutes of the IQAC committee meeting held on 19/09/23 at 3:30 PM at IQAC room

Agenda: IIQA, Department Visit, Criteria wise files

Members present:

Dr. M. I. Punnoose

Dr. Mini Alice

Dr. Shimi Paul Baby

Dr. Seena Mathai

Dr. Vidhu Narayanan

Dr. Alex Mathew

Dr. Sunil Abraham Thomas

Dr. Jenish Paul

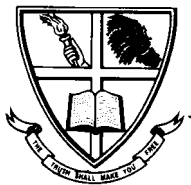
Dr. Manju M George

Decision taken: -

1. IIQA yet to be approved by NAAC. Verification under process.
2. Department visit by NAAC team completed. More improvement suggested. Visit with external members to be scheduled after two weeks.
3. Criteria wise file preparation is under process. Uniform files for all criteria to be purchased.
4. ISO Certification- Verification going on.

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Report and minutes of the IQAC committee meeting held on 03/10/23 at 3:30 PM at IQAC room

Agenda: Criteria wise preparation, ISO, IIQA. Any other matter.

Members present:

Dr. Vidhu Narayanan
Dr. Bindu M
Dr. Mini Alice
Dr. Sonia Chacko
Dr. Seena Mathai
Dr. Malini R
Dr. Sunil Abraham Thomas
Mr. Cijin K Paul
Ms. Shema Elizabeth
Dr. Rekha Nair
Dr. Jenish Paul
Dr. M. I. Punnoose
Dr. Alex Mathew
Dr. Manju M George
Dr. Ruby Elsa Jacob

Decision taken: -

1. Criteria wise presentations were done. Not complete. Few criteria presentation to be improved. Two more weeks given to committee to update the files and presentation.
2. IIQA still not approved verification pending. NAAC advised to wait few more days.
3. ISO process on the way.

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Report and minutes of the IQAC committee meeting held on 28/10/23 at 3:30 PM at IQAC room

Agenda: IIQA, SSR, Files

Members present:

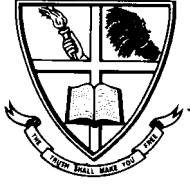
Dr. Mini Alice
Dr. Shimi Paul Baby
Dr. Vidhu Narayanan
Dr. Seena Mathai
Dr. Alex Mathew
Dr. Sunil Abraham Thomas
Mr. Cijin K Paul
Mr. Tarun George Philip
Dr. Manju M George
Dr. M. I. Punnoose

Decision taken: -

1. IIQA yet to be approved by NAAC. Letter from UGC and MG university were sent to NAAC.
2. A review meeting with department representatives for file preparations and departmental preparations.
3. Student representation to be called and give a class on SSS for NAAC assessment.
4. An online meeting to be held with IQAC, IQAC steering committee and HoD's for updation of file preparation and SSR writing.
5. ISO certificate in final process.
6. Criteria files to be updated by month end.

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Report and minutes of the IQAC committee meeting held on 04/12/23 at 3:30 PM at IQAC room

Agenda: SSR preparation

Members present:

Dr. M. I. Punnoose

Dr. Manju M George

Dr. Sunil Abraham Thomas

Dr. Seena Mathai

Dr. Shimi Paul Baby

Mr. Soni Varghese

Mr. Cijin K Paul

Dr. Simi Pushpan K

Dr. Jenish Paul

Dr. Mini Alice

Dr. T. Jiya

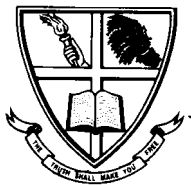
Mr. Tarun George Philip

Decision taken: -

1. The IIQA accepted by NAAC on 02/11/23.
2. The SSR portal is open and to be uploaded by 31/12/2023. The last date fixed for our is 26/12/23.
3. Criteria leaders are supposed to upload files or submit to IQAC by the earliest.
4. Corrections of SSR to be done with the help of English department.

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Report and minutes of the IQAC committee meeting held on 29/01/24 at 3:30 PM at IQAC room

Agenda: SSR submission, file preparation, PTV preparation

Members present:

Dr. M. I. Punnoose

Dr. Mini Alice

Dr. Seena Mathai

Dr. Simi Pushpan K

Dr. Sunil Abraham Thomas

Dr. Jenish Paul

Dr. Shimi Paul Baby

Mr. Eldo Varghese

Mr. Cijin K Paul

Dr. Ruby Elsa Jacob

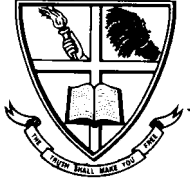
Dr. Manju M George

Decision taken: -

1. The SSR submitted on 30/12/23. DVV yet to start.
2. Files to be kept ready in department and IQAC.
3. External member to be called for mock visit.
4. The IQAC coordinator to be entrusted with the finding external members from Kerala or even outside.

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IQAC Chairman & Principal



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Report and minutes of the IQAC committee meeting held on 13/04/24 at 3:30 PM at IQAC room

Agenda: PTV preparation

Members present:

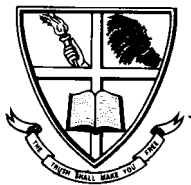
Dr. Simi Pushpan K
Mr. Eldo Varghese
Dr. Sibu M Eapen
Mr. Soni Varghese
Dr. Alex Mathew
Dr. Ruby Elsa Jacob
Dr. Mini Alice
Dr. Shimi Paul Baby
Dr. Vidhu Narayanan
Dr. Manju M George

Decision taken: -

1. The DVV is over and SSS also. The visit date given on 23/03/2024 and 26/03/2024 and 27/04/2024, 28/04/2024. Waiting for reply from NAAC.
2. Files are almost ready. Various committees were selected for the conduct of Peer team visit.
3. PTA and Alumni representative to be called and give directions for interaction with Peer team.

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Action taken Report for the Academic Year 2023-24

No	Resolutions	Action Taken
1	Reconstitution of IQAC Committee	Reconstituted the IQAC committee for the year 2023-24. Dr.Tiju Thomas IRS from stake holder, Mr.Gafoor Alamana from PTA, Dr. Sunny Kuriakose from Alumni, The new members are selected from all sectors assigned by NAAC. The list shown separately.
2	AQAR 2022-23	The AQAR for 2022-23 has been uploaded in time and was accepted by NAAC
3	Annual Calendar	Prepared Annual Calendar for New Academic Year
4	IQAC Meetings	Decided to meet the IQAC committee at least one each month
5	Academic Audit	The College conducted Academic and administrative Audit (AAA)both internal and External audit by experts
6	Departmental Reports	Departments were advised to give monthly reports on their activities
7	Teachers Appraisal	All teachers will submit the Yearly appraisal forms as per the UGC format.
8	5 th Cycle Re accreditation Process	The Vth cycle accreditation over in April, 2024 and college is awarded with A++ grade with CGPA of 3.53

s/d

IQAC Chairperson & Principal
Dr.M I Punnoose

s/d

IQAC Coordinator
Dr. Manju M George