



Minutes and Action taken report of IQAC meeting 20.07.2020				
Sl.No	Details of Discussion	Target date	Action	Remarks
1	AQAR submission for 2018-19	31.10.2020	IQAC	To be completed
2.	IQAC members replacement	Immediate effect	1. Dr.Roshini T V replaced by Dr.D.Anto Sahaya Dhas 2. Dr.Biju Mathew replaced by Dr.Shika S 3. Ms.Reema Mathew replaced by Dr.V.Sampath Kumar	The allotted work has to be completed and handover it to new members.
3.	Criteria work re-allotment		Criterion 2 – Dr.D.Anto Sahaya Dhas Criterion 4 – Dr.V.Sampath Kumar Criterion 7 – Dr.Shika S	To follow up and update AQAR document if required after assessment by internal peer review committee
4.	Internal peer review committee for AQAR	31.08.20	Criterion 1 – Dr.Benny Joseph and Mr.Alex George Criterion 2 – Dr.Shika S and Mr.Jijo Joseph Criterion 3 – Dr.T.D.John and Ms.Reema Mathew Criterion 4 – Dr.Jeethu V Devassia and Ms.Hridya P Criterion 5 – Dr.Roshini T V and Ms.Akhila Mathew Criterion 6 – Dr.Manoj V Thomas and Mr.Ashwin Joy Criterion 7 – Dr.S.Christopher Ezhil Singh and Ms.Divya B	The corrections suggested by the internal peer review committee should be incorporated and updated by 10.10.20



5.	Preparation of template for assessment	Within one week	Dr.D.Anto Sahaya Dhas	
6.	Incorporating corrections suggested by peer team	10.10.20	All criteria in-charges	
7.	Reconstitution of IQAC	After 31.10.20	After the submission of AQAR for AY 2018-19 and AY 2019-20	