



THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Declaration on Principal

This is to declare that the following document contains the minutes of IQAC meetings held during 2022-2023.

Mrudula Menon V.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in

IQAC Composition - 2022-2023

Sl No	Name and Designation
1	Dr. M. Geetha, Principal
2	Dr. Sindhu K., IQAC Coordinator (Associate Professor)
3	Mr. George Mookken, Management Representative
4	Ms. Mrudula Menon (Associate Professor), Teacher Representative
5	Dr. Biju P. Thampi (Associate Professor), Teacher Representative
6	Ms. Srividya K.S. (Associate Professor), Teacher Representative
7	Dr. Annieta Philip (Associate Professor), Teacher Representative
8	Dr. Mini P. Mathai (Assistant Professor), Teacher Representative
9	Dr. Reshimon P.R. (Assistant Professor), Teacher Representative
10	Dr. Smitha N.R. (Assistant Professor), Teacher Representative
11	Ms. Zafna Rasheed (Assistant Professor), Teacher Representative
12	Ms. Anitha Kumari, Senior Administrative Staff
13	Ms. Jeena Jayan, Librarian (UGC Librarian)
14	Adv. Priya P.A., Local Body Representative (Division Councilor, Kochi Corporation)
15	Harsha Sajeev, Student Representative (II M.Sc Physics)
16	Prathama S. Bhat, Student Representative (II M.Com)





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

IQAC Meeting No.1

DATE: 1/06/2022

TIME: 12.00 P.M.

VENUE: BOARD ROOM

Members

Designation	Name
Principal	Dr. M. Geetha
IQAC Coordinator	Dr. Sindhu K. (Associate Professor)
Management Representative	Mr. George Mookken
Teacher Representative	Ms. Mrudula Menon (Associate Professor)
Teacher Representative	Dr. Biju P. Thampi (Associate Professor)
Teacher Representative	Ms. Srividya K.S. (Associate Professor)
Teacher Representative	Dr. Annita Philip (Associate Professor)
Teacher Representative	Dr. Mini P. Mathai (Assistant Professor)
Teacher Representative	Dr. Reshimon P.R. (Assistant Professor)
Teacher Representative	Dr. Smitha N.R. (Assistant Professor)
Teacher Representative	Ms. Zafna Rasheed (Assistant Professor)
Senior Administrative Staff	Ms. Anitha Kumari
Librarian	Ms. Jeena Jayan (UGC Librarian)
Local Body Representative	Adv. Priya P.A. (Division Councilor, Kochi Corporation)
Student Representatives	Harsha Sajeev, II M.Sc Physics Prathama S. Bhat, II M.Com





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.inemail: email@thecochincollege.edu.in

Minutes

Approved the proposals submitted by various departments for the conduct of programmes in connection with World Environment Day International Yoga day, International day for Conservation of Mangrove Ecosystem Etc. Decided to start new add on courses in Cyber security, Journalism and Communication, Nominated Ms. Janu V Kumar as the coordinator of the Dheeksharamb INIZIO 2022 Nominated Dr. Manjusha as the coordinator of FDP proposed to conduct in association with MHRD It is decided to conduct the FDP in August, 2022 Decided to launch pirannal pusthakam initiative by College Library on 20 June 2022





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in

Agenda and Decisions Taken

Agenda	Decisions Taken
1. Celebration of Environment Day, International Yoga Day, International Day for Conservation of Mangrove Ecosystem	Approved the proposals submitted by various departments for the conduct of programmes in connection with World Environment Day, International Yoga Day, International Day for Conservation of Mangrove Ecosystem, etc.
2. Conduct of Online FDP in collaboration with UGC-MHRD, University of Kerala	Nominated Dr. Manjusha as the coordinator of FDP proposed to conduct in association with MHRD. It is decided to conduct the FDP in August 2022.
3. Starting new add-on programs	Decided to start new add-on courses in Cyber Security, Journalism, and Communication.
4. Evaluation of online data collection for AQAR	Nominated Ms. Janu V Kumar as the coordinator of the Dheeksharamb INIZIO 2022.
5. Launching of Pirannal Pusthakam scheme	Decided to launch Pirannal Pusthakam initiative by College Library on 20 June 2022.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

IQAC Meeting No.2

DATE: 02/08/2022

TIME: 2.00 P.M.

VENUE: BOARD ROOM

Members

Designation	Name
Principal	Dr. M. Geetha
IQAC Coordinator	Dr. Sindhu K. (Associate Professor)
Management Representative	Mr. George Mookken
Teacher Representative	Ms. Mrudula Menon (Associate Professor)
Teacher Representative	Dr. Biju P. Thampi (Associate Professor)
Teacher Representative	Ms. Srividya K.S. (Associate Professor)
Teacher Representative	Dr. Annieta Philip (Associate Professor)
Teacher Representative	Dr. Mini P. Mathai (Assistant Professor)
Teacher Representative	Dr. Reshimon P.R. (Assistant Professor)
Teacher Representative	Dr. Smitha N.R. (Assistant Professor)
Teacher Representative	Ms. Zafna Rasheed (Assistant Professor)
Senior Administrative Staff	Ms. Anitha Kumari
Librarian	Ms. Jeena Jayan (UGC Librarian)
Local Body Representative	Adv. Priya P.A. (Division Councilor, Kochi Corporation)
Student Representatives	Harsha Sajeev, II M.Sc Physics Prathama S. Bhat, II M.Com

Minutes

Decided to do a mural art in connection with the 75 year of Independence and various competitions, lectures, and quiz competition Approved the list of convenors and members to various committees and clubs and forwarded to the council. The FDP ; Towards a Flourishing Educator' during 23 august - 29th August, 2022

Agenda and Decisions Taken





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in

Agenda	Decisions Taken
1. Discussion of Academic Calendar, approving the list of conveners of various committees	Approved the list of conveners and members to various committees and clubs and forwarded to the council.
2. Celebration of Azadi Ka Amrit Mahotsav	Decided to do a mural art in connection with the 75 years of Independence and various competitions, lectures, and quiz competition.
3. Meeting of Vanitha Jagratha Samithi, Celebration of World Photography Day	The FDP 'Towards a Flourishing Educator' will be held from 23 August - 29 August 2022.
4. Evaluation of the progress of AQAR data collection	
5. Evaluation of the preparation for Online FDP	





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochoincollege.edu.in

email: email@thecochoincollege.edu.in

IQAC Meeting No.3

DATE: 11/11/2022

TIME: 3.00 P.M.

VENUE: BOARD ROOM

Members

Designation	Name
Principal	Dr. M. Geetha
IQAC Coordinator	Dr. Sindhu K. (Associate Professor)
Management Representative	Mr. George Mookken
Teacher Representative	Ms. Mrudula Menon (Associate Professor)
Teacher Representative	Dr. Biju P. Thampi (Associate Professor)
Teacher Representative	Ms. Srividya K.S. (Associate Professor)
Teacher Representative	Dr. Annieta Philip (Associate Professor)
Teacher Representative	Dr. Mini P. Mathai (Assistant Professor)
Teacher Representative	Dr. Reshimon P.R. (Assistant Professor)
Teacher Representative	Dr. Smitha N.R. (Assistant Professor)
Teacher Representative	Ms. Zafna Rasheed (Assistant Professor)
Senior Administrative Staff	Ms. Anitha Kumari
Librarian	Ms. Jeena Jayan (UGC Librarian)
Local Body Representative	Adv. Priya P.A. (Division Councilor, Kochi Corporation)
Student Representatives	Harsha Sajeev, II M.Sc Physics Prathama S. Bhat, II M.Com

Minutes

Decided to distribute the menstrual cups received under the Cup of Life Scheme of Mr. Hibi Eden, MP.

Dr. Manju Subramanian is nominated as the faculty in charge of it. Nominated Ms. Janu V. Kumar as the coordinator of INIZIO 2022. Approved the schedule for INIZIO in December first week. Approved the time table for internal examination. Decided to send NSS volunteers to Vayojanoslavam.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Agenda and Decisions Taken

Agenda	Decisions Taken
1. Menstrual Cup Distribution in the College	Decided to distribute the menstrual cups received under the Cup of Life Scheme of Mr. Hibi Eden, MP. Dr. Manju Subramanian is nominated as the faculty in charge.
2. Participation in Vayojanolsavam organized by LSGD	Nominated Ms. Janu V. Kumar as the coordinator of INIZIO 2022. Approved the schedule for INIZIO in December first week.
3. Nomination of Coordinator for Dheeksharamb INIZIO 2022	Approved the time table for internal examination.
4. Time Table for Internal Examination and Open House	Decided to send NSS volunteers to Vayojanolsavam.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

IQAC Meeting No.4

DATE: 05/01/2023

TIME: 2 P.M.

VENUE: BOARD ROOM

Members

Designation	Name
Principal	Dr. M. Geetha
IQAC Coordinator	Dr. Sindhu K. (Associate Professor)
Management Representative	Mr. George Mookken
Teacher Representative	Ms. Mrudula Menon (Associate Professor)
Teacher Representative	Dr. Biju P. Thampi (Associate Professor)
Teacher Representative	Ms. Srividya K.S. (Associate Professor)
Teacher Representative	Dr. Annieta Philip (Associate Professor)
Teacher Representative	Dr. Mini P. Mathai (Assistant Professor)
Teacher Representative	Dr. Reshimon P.R. (Assistant Professor)
Teacher Representative	Dr. Smitha N.R. (Assistant Professor)
Teacher Representative	Ms. Zafna Rasheed (Assistant Professor)
Senior Administrative Staff	Ms. Anitha Kumari
Librarian	Ms. Jeena Jayan (UGC Librarian)
Local Body Representative	Adv. Priya P.A. (Division Councilor, Kochi Corporation)
Student Representatives	Harsha Sajeev, II M.Sc Physics Prathama S. Bhat, II M.Com

Minutes

Nominated Dr. Liance Mathew as the staff coordinator of the Financial Literacy Club Decided to conduct the orientation programme " Pathway-Social Wellness Programme" for Minority Youth during 1, 2, and 3 February, 2023 Congratulated the IIC committee for securing a 3.5 star rating. Decided to conduct EX-PLORIA 2K22- Techfest on 19 January, 2023





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Agenda and Decisions Taken

Agenda	Decisions Taken
1. Conduct of Food Festival Pepper Sav by the ED Club and Department of Commerce	Nominated Dr. Liance Mathew as the staff coordinator of the Financial Literacy Club.
2. Discussion on Conducting Skill Development Programme for Minority Youth in Association with the Government of Kerala	Decided to conduct the orientation programme "Pathway-Social Wellness Programme" for Minority Youth during 1, 2, and 3 February 2023.
3. Evaluation of Dheeksharamb INIZIO 2021	Congratulated the IIC committee for securing a 3.5-star rating.
4. Starting Financial Literacy Club in the College	Decided to conduct EXPLORIA 2K22-Techfest on 19 January 2023.
5. Evaluation of the Working of IIC	
6. Conduct of Techfest by BCA Department	





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

IQAC Meeting No.5

DATE: 20/03/2022

TIME: 11.30 A.M.

VENUE: BOARD ROOM

Members

Designation	Name
Principal	Dr. M. Geetha
IQAC Coordinator	Dr. Sindhu K. (Associate Professor)
Management Representative	Mr. George Mookken
Teacher Representative	Ms. Mrudula Menon (Associate Professor)
Teacher Representative	Dr. Biju P. Thampi (Associate Professor)
Teacher Representative	Ms. Srividya K.S. (Associate Professor)
Teacher Representative	Dr. Annieta Philip (Associate Professor)
Teacher Representative	Dr. Mini P. Mathai (Assistant Professor)
Teacher Representative	Dr. Reshimon P.R. (Assistant Professor)
Teacher Representative	Dr. Smitha N.R. (Assistant Professor)
Teacher Representative	Ms. Zafna Rasheed (Assistant Professor)
Senior Administrative Staff	Ms. Anitha Kumari
Librarian	Ms. Jeena Jayan (UGC Librarian)
Local Body Representative	Adv. Priya P.A. (Division Councilor, Kochi Corporation)
Student Representatives	Harsha Sajeev, II M.Sc Physics Prathama S. Bhat, II M.Com

Minutes

Decided to convene a criteria group meeting for updating about the data collection process. Decided to submit Rebuild the College proposal to the management with the next cycle of accreditation in view. Congratulated Dr. Sindhu K. for being elected as the Senate Member of the Mahatma Gandhi University.

Decided to collect student feedback from the outgoing batch before March 31





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Agenda and Decisions Taken

Agenda	Decisions Taken
1. Preparation of Pending AQAR	Decided to convene a criteria group meeting for updating about the data collection process.
2. Evaluation of the Institution Visits Organised by IIC	Decided to submit the Rebuild the College proposal to the management with the next cycle of accreditation in view.
3. Evaluation of the Achievements by Faculty Members and Students during the Year	Congratulated Dr. Sindhu K. for being elected as the Senate Member of Mahatma Gandhi University. Decided to collect student feedback from the outgoing batch before March 31.

