



Maris Stella College

(AUTONOMOUS)

A COLLEGE WITH POTENTIAL FOR EXCELLENCE
VIJAYAWADA-8, A.P, INDIA
ISO 9001:2015 CERTIFIED

Minutes of the IQAC meeting held on 27.09.2019

A meeting of the IQAC was held on 27.09.2019 at 3 p.m. in the AV Room

Members present:

Sl. No.	Name of the Member	Designation	Signature
01.	Dr. Sr. Jasintha Quadras	Principal & Chairperson	J. Quadras
02.	Dr. Sr. Kulrekha Mudhartha (Former Principal, Maris Stella College, Dept. of Mathematics)	Teacher representative from Science Stream	
03.	Dr. Sr. Japamalai (Former HoD, Dept. of Zoology)	Teacher representative from Science Stream	S. P. Japamalai
04.	Dr. V. Satya Sudha (NAAC Coordinator, HoD, Dept. of English)	Teacher representative from Arts Stream	V. Satya Sudha
05.	Prof. K. Sandhya (Former IQAC coordinator, Director, PG departments)	Teacher representative, PG departments	K. Sandhya
06.	Dr. K. Naga Sundari (HoD, Dept. of MBA)	Teacher representative from Commerce Stream, MBA	K. Sundari
07.	Sr. Sleeva Thumma (Correspondent)	Management representative	S. Sleeva Thumma
08.	Mrs. B. Santha Kumari (Dean of Administration, Former HoD, Dept. of Commerce)	Senior administrative Officer	B. Santha Kumari
09.	Dr. Rani Syammalamba (HoD, Library and Information Science department)	Senior administrative Officer	R. Syammalamba

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| 09. | Dr. Rani Syammalamba (HoD, Library and Information Science department) | Senior administrative Officer |
| 10. | Dr. Innasyamma (Degree Vice-Principal) | Senior administrative Officer |
| 11. | Ms. K. Hannah Anuhya (Degree Vice-Principal, HoD, Dept.of Electronics) | Senior administrative Officer |
| 12. | Mrs. V. Sudha Devi (Additional Controller of Examination, Department of PG Mathematics) | Senior administrative Officer |
| 13. | Sr. Vinnarasi (Bursar) | Senior administrative Officer |
| 14. | Sri. Arava. Ramesh , District Coordinator, CHILDLINE-1098, Forum for Child Rights, Vijayawada | Local society representative |
| 15. | K. Gayathri III MSCS, Maris Stella College | Student representative |
| 16. | Ms. Aparna , (Entrepreneur, Aparna Jute industries, Vijayawada) | Alumni |
| 17. | Mrs. M. Mohini , (ALEAP) | Entrepreneur |
| 18. | Fr. Francis Xavier , Director, Andhra Loyola Institute of Engineering and Technology, Vijayawada | Employer |
| 19. | Mr. D. Anvesh , (Executive Manager, R &D, Efftronics Pvt., Ltd.,) | Industrialist |
| 20. | Dr. Girija Nambiar (Former NAAC Coordinator) | Stakeholder Dean, Planning & Communication |
| 21. | Dr .G. Srinivasa Rao (IQAC Coordinator, Dept.of Physics, Andhra Loyola College) | Stakeholder |
| 22. | Sri. S. L. Sreedhar , Express Guard, BZA/S.C.RLY | Stakeholder |
| 23. | Dr. G. Little Flower , Dept. of Physics | IQAC Coordinator |

Dr. Innasyamma

K. H. Anuhya

Mrs. V. Sudha Devi

K. Gayathri

Dr. Girija Nambiar

Dr. G. Srinivasa Rao

Agenda

- Faculty development programmes (FDPs)
- Plan of action for NAAC Peer Team visit
- Teaching one unit of all I year courses in online mode
- Use of Google Classroom for effective teaching.

Resolutions:

Resolved to

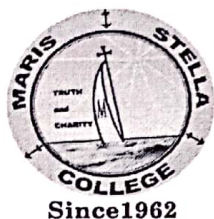
1. Arrange a FDP on 'Beyond Teaching - The Joy & Passion of Being a Faculty' for faculty having below 5 years of experience during 3rd & 4th June, 2019.
Resource Person: Mr. Stephen Chinnaswamy, CEO, Strides Consulting Inc., Chennai.
2. Arrange a FDP on 'Teacher as a Facilitator of Learning & Leadership and Ideal Team Players' for the entire faculty during 5th & 6th June, 2019.
Resource Person: 1. Dr. Mercy Pushpalatha, Programme Consultant – South Asia, United Board
Resource Person: 2. Mrs. Jaya Abraham, Motivational Speaker and Partner with AJ Ventures, Mumbai.
3. Arrange a FDP on 'Capacity Building cum Faculty Development' for 50 members of faculty during 29th & 30th July, 2019.
Resource Person: Dr. Sandhya Tiwari, Director, Centre of English Language Teaching (CELT) & IQAC, Palamaru University, Mahabubnagar, Telangana.
4. Encourage and extend financial support to faculty for attending FDPs organized by other
Higher Educational Institutions in / outside the AP State.
5. Form various committees for effective facilitation of NAAC Peer Team Visit that is expected to be in the month of August, 2019.
6. Instruct coordinators of various cells to submit the reports of activities to IQAC.
7. Make compulsory the teaching of one unit of all I year courses in online mode.
8. Insist that all course teachers use Google Classroom for more effective teaching.
9. Encourage and extend financial support for taking social extension services both by staff and students in nearby villages.



Dr. G. Lakshmi Devi
IQAC coordinator



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Minutes of the IQAC meeting held on 23.11.2019

A meeting of the IQAC was held on 23.11.2019 at 3 p.m.in the AV Room

Members present:

Sl. No.	Name of the Member	Designation	Signature
01.	Dr. Sr. Jasintha Quadras	Principal & Chairperson	J. Quadras
02.	Dr. Sr. Kulrekha Mudhartha (Former Principal, Maris Stella College, Dept. of Mathematics)	Teacher representative from Science Stream	K. Kulrekha
03.	Dr. Sr. Japamalai (Former HoD, Dept. of Zoology)	Teacher representative from Science Stream	Dr. P. Japamalai
04.	Dr. V. Satya Sudha (NAAC Coordinator, HoD, Dept. of English)	Teacher representative from Arts Stream	V. Satya Sudha
05.	Prof. K. Sandhya (Former IQAC coordinator, Director, PG departments)	Teacher representative, PG departments	K. Sandhya
06.	Dr. K. Naga Sundari (HoD, Dept. of MBA)	Teacher representative from Commerce Stream, MBA	K. Sundari
07.	Sr. Sleeva Thumma (Correspondent)	Management representative	Sr. Sleeva Thumma
08.	Mrs. B. Santha Kumari (Dean of Administration, Former HoD, Dept. of Commerce)	Senior administrative Officer	B. Santha Kumari
09.	Dr. Rani Syammalamba (HoD library and Information Science department)	Senior administrative officer	R. Syammalamba

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| 14. | Sri. Arava. Ramesh , District Coordinator, CHILDLINE-1098, Forum for Child Rights, Vijayawada | Local society representative |
| 15. | K. Gayathri III MSCS, Maris Stella College | Student representative |
| 16. | Ms. Aparna , (Entrepreneur, Aparna Jute industries, Vijayawada) | Alumni |
| 17. | Mrs. M. Mohini , (ALEAP) | Entrepreneur |
| 18. | Fr. Francis Xavier , Director, Andhra Loyola Institute of Engineering and Technology, Vijayawada | Employer |
| 19. | Mr. D. Anvesh , (Executive Manager, R &D, Efftronics Pvt., Ltd.,) | Industrialist |
| 20. | Dr. Girija Nambiar (Former NAAC Coordinator) | Stakeholder Dean, Planning & Communication |
| 21. | Dr .G. Srinivasa Rao (IQAC Coordinator, Dept.of Physics, Andhra Loyola College) | Stakeholder |
| 22. | Sri. S. L. Sreedhar , Express Guard, BZA/S.C.RLY | Stakeholder |
| 23. | Dr. G. Little Flower , Dept. of Physics | IQAC Coordinator |

Dr. Innasyamma

K. H. Anuhya

Mrs. V. Sudha Devi

K. Gayathri

Dr. Girija Nambiar

Dr. G. Little Flower


Agenda

- National Workshop/ Training programmes
- Schedule for Internal Academic Audit (IAA) for the Year 2019-20 and panel of members for IAA
- Curriculum revision to be implemented in 2020-2023
- Notification for faculty recruitment

Resolutions:

Resolved to

1. Organize a National Workshop for faculty on 'Designing Effective Assessment Practices and Digital Technology' on 2nd & 3rd December, 2019.
Resource Persons: 1. Dr. Suparna Majumdar Kar, Associate Professor,
Department of Sociology & Social Work,
CHRIST University, Bengaluru.
Resource Persons: 2. Dr. Sweta Mukherjee, Associate
Professor, Department of English,
CHRIST University, Bengaluru.
2. Arrange a Workshop for faculty on 'Mentoring – The Core of Maris Stella' during 7th – 9th January, 2020.
Resource Person: Mrs. Jaya Abraham, Motivational Speaker & Partner with
AJ Ventures, Mumbai.
3. Conduct an Internal Academic Audit (IAA) for the academic year 2019-20 from 28th to the 30th of Jan. 2020 and choose the panel of members for IAA. A report with recommendations is to be prepared and shared with the respective departments for follow-up action.
4. Revise the curriculum of all disciplines with reference to LOCF of UGC, APCHE and Krishna University for implementation in 2020-2023.
5. Send notification about faculty recruitment for all programmes in leading Newspapers by second week of January, 2020.


Dr. G. Little Haver
IAAC Coordinator


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Meeting of the IQAC meeting held on 7.02.2020

A meeting of the IQAC was held on 7.02.2020 at 3 p.m. in the AV Room

Members present:

Sl. No.	Name of the Member	Designation	Signature
01.	Dr. Sr. Jasintha Quadras	Principal & Chairperson	J. Quadras
02.	Dr. Sr. Kulrekha Mudhartha (Former Principal, Maris Stella College, Dept. of Mathematics)	Teacher representative from Science Stream	K. Kulrekha
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| 21. | Dr .G. Srinivasa Rao (IQAC Coordinator, Dept.of Physics, Andhra Loyola College) | Stakeholder |
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| 23. | Dr. G. Little Flower , Dept. of Physics | IQAC Coordinator |

An. Innasyamma

K. H. Anuhya

Mrs. V. Sudha Devi

K. Gayathri

Dr. Girija Nambiar

Dr. G. Srinivasa Rao


Agenda


- Workshop /training Programme
- Plan for External Academic Audit for the year 2019-20
- Panel of members to accompany External Audit Team
- Distribution of Formats I, II, III of External Academic Audit
- Orientation for filling Format III by faculty members
- Student Satisfaction Survey
- Feedback on faculty and follow up action
- Recruitment process

Resolutions:

Resolved to

1. Arrange a Workshop on 'Transformational Development' on 9th & 10th March, 2020.
Resource Person: 1. Mr. Stephen Chinnaswamy, CEO, Strides Consulting Inc., Chennai
Resource Person: 2. Mrs. Jaya Abraham, Motivational Speaker & Partner with AJ Ventures, Mumbai.
2. Work on all requirements essential for the External Academic Audit for the year 2019-20.
3. Assign Internal Academic Audit team members to facilitate External Audit.
4. Circulate Format III to the HoDs of all departments who in turn will impart orientation to faculty of the department for filling Format III.
5. Complete Student Satisfaction Survey by February 2020 and the analysis to be posted in the college website before the External Academic Audit.
6. Complete student feedback of faculty before the fourth week of February, 2020 to facilitate Principal's feedback to faculty before the end of March.
7. Conduct computer based tests followed by interviews from the second week of March for faculty recruitment.


Dr. G. Lilla Thores
IAAC Coordinator


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