

2016/17

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Academic Year - 2016-17

## 1 Minutes of I IQAC Meeting of 2016-17

Date: 10/06/2016

Venue: Seminar Hall

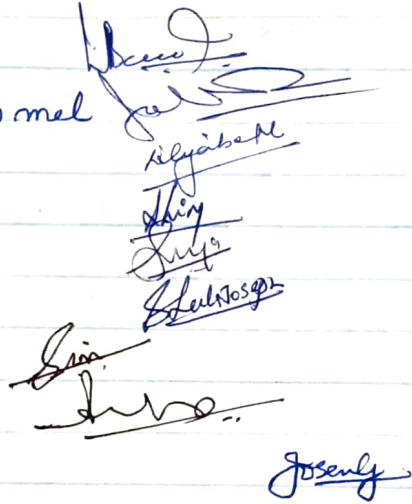
Time: 2.30 pm

### Agenda:

1. Discussion of academic activities
2. Preparation of academic calendar
3. Conduct of MEd research colloquium

### Members Present

1. Dr Benny Varghese
2. Rev. Fr Johnson Chiramamel
3. Dr. Elizabeth Thomas
4. Mrs. Shiny T
5. Dr Sreeja S
6. Mrs. Sheila Joseph
7. Mrs. Simi MS
8. Dr VS Antony
9. Dr Josen George



The meeting started with a silent prayer. Principal welcomed the gathering. New members were inducted into IQAC. Discussions were made according to the agenda. The following decisions were taken.

1. To chalk out academic activities for the year and to prepare academic calendar
2. To prepare supervision diary for the purpose of BEd internship.
3. To conduct the research colloquium for MEd students for finalising the research topics. It was decided to invite an external expert for the colloquium

2016/17

After the discussion, the IQAC coordinator proposed vote of thanks and the session ended by 4 pm.

Josely  
(Dr. Josen George)  
IQAC Coordinator

Benny  
(Dr. Benny Varghese)  
IQAC Chairman.

DR. BENNY VARGHESE

PRINCIPAL

AVILA COLLEGE OF EDUCATION

EDU COCHIN, COCHIN-682010

### Action Taken Report.

1. The activities (curricular and co-curricular) for the academic year 2016-17 were decided and the academic calendar for the 2016-17 year was prepared accordingly.
2. A supervision diary was prepared, obtained sufficient printed copies and distributed among 3rd Sem. BEd students for the purpose of internship.
3. A research colloquium was conducted and the topics of research for MEd students were finalised. An external expert, Sr. Dr. Mary Jose, Principal, St. Joseph College of Teacher Education for Women, Emakulam was present during the session.

Josely  
(Dr. Josen George)  
IQAC Coordinator

Benny  
(Dr. Benny Varghese)  
IQAC Chairman

DR. BENNY VARGHESE

PRINCIPAL

AVILA COLLEGE OF EDUCATION

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## 2 Minutes of II IQAC Meeting of 2016-17

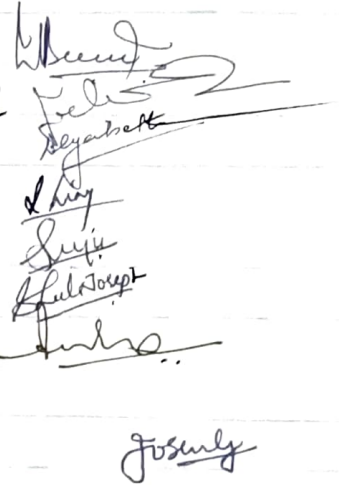
Date: 5/9/2016  
Time: 2.30 pm

Venue: Seminar Hall.

### Agenda

1. Discussion of Academic activities
  2. Conduct of Community living camp for second year BEd students.
  3. Training programme for spoken English.
- Members Present

- 1 Dr Benny Varghese
- 2 Rev. Fr Johnson Chirammal
- 3 Dr Elizabeth Thomas
- 4 Mrs. Shiny T
- 5 Dr Sreeja S
- 6 Mrs Sheila Joseph
- 7 Dr VS Antony
- 8 Ms Smi' MS
- 9 Dr Josen George

  
A column of handwritten signatures corresponding to the list of members present. The signatures are: Benny, Fr Johnson, Elizabeth, Shiny, Sreeja, Sheila, VS Antony, Smi' MS, and Josen George.

The meeting started with a short prayer. After the welcome address of the principal the minutes of previous meeting and action taken report were presented. Discussions were made based on the agenda. The following decisions were taken

- 1 To monitor the internship programme of III Sem BEd through visiting practice teaching classes by optional teachers
2. To conduct community living camp for IV Sem. BEd students.
- 3 To conduct a training programme on

spoken English for BEd students in collaboration with Overseas English Institute.  
The meeting concluded with the vote of thanks of IQAC coordinator

Josely  
(Dr. Josen George)  
Coordinator

Benny  
(Dr. Benny Varghese)  
Chairman  
Dr. BENNY VARGHESE

### Action Taken Report

1. The practice Teaching Classes of Teacher trainees were evaluated by optional teachers. The Principal also observed the classes at random.
2. The community living camp for fourth sem. BEd students was organised at college from 20th Nov. 2016 to 31st Dec. 2016. Eminent personalities such as Mrs. Keshnamani and Sri. Sippy Pathipulam were resource persons during various sessions.
3. A spoken English Training Programme was organised on 29/9/2016 in collaboration with Overseas English Institute Kottayam.

Josely  
(Dr. Josen George)  
Coordinator

Benny  
(Dr. Benny Varghese)  
Chairman



AVIRA COLLEGE OF EDUCATION  
KOTTAAYAM, COCHIN - 2262010

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### 3 Minutes of III IQAC Meeting of 2016-17

Date: 6/2/2017




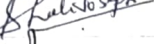





Venue: Seminar Hall.

Time: 11.00 am

#### Agenda

1. Discussion of academic matters
2. Publication of IV volume of Avila Journal of Educational Research
3. Proceedings of National Seminar

#### Members Present:

1. Dr Benny Vaughese 
2. Dr Elizabeth Thomas 
3. Mrs. Shiny T 
4. Dr Sruja S 
5. Mrs Sheila Joseph 
6. Dr VS Antony 
7. Ms Simi MS 
8. Ms Nithya mol (College Union Chairman) 
9. Dr Josen George 

The meeting started at 11.00 am with a silent prayer. The principal welcomed the gathering. Minutes of the previous meeting and action taken report were presented.

After discussion the following decisions were made

1. To conduct term-end model examinations of all courses of BEd and MEd programmes
2. To complete the DTP works of IV volume of Avila Journal of Educational Research and publish it at the earliest.

3. To get ISBN Number and publish the proceedings of National Seminar conducted by the Institution.

The meeting ended with vote of thanks by 12.30 pm.

Jose George  
(Jose George)  
IQAC Coordinator

Benny  
(Dr Benny Varghese)  
IQAC Chairman

### Action Taken Report

1. Model examination for all courses of MEd and BEd programmes were conducted and the results were published. Internal marks were given considering the marks of this test as well as practicums submitted by students.
2. The fourth volume of Avila Journal of Educational Research was published.
3. The proceedings of the National Seminar was published with ISBN number.

Jose George  
(Jose George)  
IQAC Coordinator



Benny  
(Dr Benny Varghese)  
IQAC Chairman

Dr. BENNY VARGHESE  
PRINCIPAL  
AVILA COLLEGE OF EDUCATION  
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