

## **CONSTITUTION OF THE IQAC**

### **Core Committee**

The quality monitoring and assurance processes of the college are headed by a Core Committee that consists of the IQAC members of the college. The IQAC members were selected in compliance with the guidelines issued in February 2018. The following are the members:

Dr. Caroline Beena Mendez Principal	Chairperson asc50principal@gmail.com
Dr. Sr. Pascoela A. D'Souza Asst. Prof. Dept. of English	Co-ordinator pascoala884@gmail.com
Dr. Srilekha Nair Asso.Prof. Dept. of Commerce	Member
Ms. Shirley Joseph Asso.Prof. Dept. of Mathematics & Statistics	Member
Dr. Deepa M Asso.Prof. Dept. of Physics	Member
Dr. Liji Varghese Asst. Prof. Dept. of English	Member
Dr. Sonya J Nair Asst. Prof. Dept. of English	Member
Dr. Nisha K K Asst. Prof. Dept. of Botany	Member
Dr. Anjana P S Asst. Prof. Dept of Physics	Member
Sr. Tissy Joseph	Administrative Representative
Ms. P S Iswarya	Student Representative
Sr. Lilian Rosario	Management Representative
Ms. Hima Siji	Local Ward Councillor
Ms. Saudamini S Kumar	Member Alumni
Dr. Arun Surendran	Industrialist
Mr. K. P.Suresh Kumar	Stakeholder (PTA)

## **Central Planning Committee:**

The Core Committee seeks inputs from the Central Planning Committee that consists of the Heads of the Departments, Staff Advisor, Staff Secretary and the members of the college union. The Central Planning Committee prepares an agenda based on the Annual Action Plan of the various departments and forwards the same to the core committee.

## **Sub-committees:**

There are six sub committees that are headed by the IQAC core or the central planning committee members in order to effectively implement the Action Plan of the IQAC:

The sub committees are:

- 1) Academic protocol committee
- 2) Committee for Traditional and Innovative Instruction Policy
- 3) Saints' Centre for Outreach, Research and Extension (SCORE)
- 4) Resource Strengthening and Management Committee and PTA
- 5) Student support initiatives committee
- 6) Institutional governance committees

The sub committees are constituted to monitor the activities of the various clubs and associations through which the institutional goals are attained. The data obtained from the measurements and impact of the activities and programmes is collected and recorded. In order to ensure clarity and set definitive paradigms for the ways in which the activities of the college translate into meaningful academic and socially effective endeavours, the institution has established the "Saints' Centre for Outreach, Research and Extension (SCORE)".

SCORE is headed by the Principal and is under the direct purview of the IQAC and further delegated to the

- Outreach Committee monitored by Dr. Ayona Jayadev, (Assistant Professor, Department of Environmental Sciences)
- Research Committee by Dr. P.S Anjana (Assistant Professor, Department of Physics)
- Extension Committee by Ms.Vijayakumari (Assistant Professor, Department of History).

The Departments and agencies like SCORE prepare an action plan for the year and the same is forwarded to the Central Planning Committee that makes its recommendations to the Core Committee. Thus, the IQAC sets its agenda and begins procedural activities at the beginning of the year. The agenda and the directives of the IQAC are forwarded to the Central Planning Committee that in turn mobilises the sub committees and realises the goals of the IQAC. The IQAC convenes meetings to gain the updates on the work done by the various sub committees. Thus the various arms of the IQAC work in tandem to ensure academic and holistic growth.