



MACFAST
the trendsetter in education

**MAR ATHANASIOS COLLEGE FOR
ADVANCED STUDIES TIRUVALLA**
ACCREDITED BY NAAC WITH 'A' GRADE
RECOGNIZED BY DSIR, GOVT. OF INDIA

Action Taken Report of the IQAC Meeting held on 17th June, 2019

ACTIVITY	ACTION PLAN	OUTCOME
M.Sc Bio Nanotechnology- New Course	Discussed about the procedures, formalities and requirements in starting M.Sc Bio Nanotechnology.	IQAC evaluated the draft syllabus prepared by School of Biosciences and decided to seek opinion from subject experts.
Preparation of Academic Calendar	Plan and prepare academic calendar by including extra-curricular & co-curricular activities	Prepared academic calendar for the year 2019-'20.
Inauguration of Literary Club	Planned the inauguration of Literary Club. Suggested to conduct book reviews by students and faculty members. Provide a platform to present the creative works. Coordinators: Mr. Tiji Thomas (MCA), Mr. Jibu Mon K G (MBA) and Dr. Blesson Santhosh George (Biosciences)	MACFAST Literary Club inaugurated on 9/7/2019 at 11:00am. Chief Guest: Dr. George Onakkoor, Renowned novelist and Former Director of Kerala State Institute of Children's Literature, State Institute of Encyclopedic Publications and Kerala State Literacy Council.
Entrepreneurship Awareness Programmes	To inspire entrepreneurial spirit among students To create awareness among students about the support provided by industries and financial departments.	Conducted Session on 26 th August, 2019 by Mr. Pradeep K. Ninan, Mind Trainer & Business Trainer on the topic "Understand the entrepreneur in You" Interaction organised by ED Club of MACFAST, with Smt. Minimol, Deputy Director, District Industries Centre, Sri. Sarath Babu, Entrepreneur, Smt. Ruby John, Manager, Bank of India and Sri. Harikumar, Industries Officer on 14 th October 2019.



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Online LBS Training	Provide five days online training on LBS entrance examination for the registered students.	Conducted five days online LBS Entrance coaching for the registered students from 6 th August, 2019. Around 60 students participated in the sessions.
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Sd/-
Co-ordinator, IQAC



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Principal

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Action Taken Report of the IQAC Meeting held on 26th August, 2019

ACTIVITY	ACTION PLAN	OUTCOME
Speak for India - Kerala Edition 2019	Identify interested and talented students to participate in the inter-collegiate debate competition called "Speak for India -Kerala Edition 2019" organized by Mathrubhumi along with Federal Bank.	Six students participated in "Speak for India – Kerala Edition 2019".
Grievance Redressal Cell Meeting	To address the problem of transportation and net connectivity.	Grievance Redressal Cell Meeting was conducted on 26/9/2019 and issues were solved by adopting appropriate actions.
Swachh Bharat Initiatives	Organize programmes to support and promote Swachh Bharat Mission	Green initiatives and waste management organized by IQAC in association with Swachh Bharat on 25/09/2019
MOOC Training Programmes	Instructed to organize MOOC Training Programmes	MOOC Training Programmes organized on 14/10/2019 (EMMRC)
International Conference on Green Economy and Sustainable Development	Organise an international conference on the theme of sustainable development	Organised the international conference on Green Economy & Sustainable Development (ICGESD 2019) on 16 th October 2019 with paper presentations from faculty members, research scholars, students, etc.



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SAP Training	Provide SAP Training as an Add-on programme to students on ERP	Conducted SAP Training from 19 th September, 2019. Students successfully completed SAP training and earned their certificates.
MoU with Amity University	To provide PhD registration for faculty, Joint research, joint projects, joint seminars, joint publications, resource sharing, and student exchange	Signed the MoU on 22 nd November, 2019. Two Faculty members joined for Ph.D under the collaboration. Conducted a joint FDP on Artificial Intelligence: Opportunities in COVID-19 Drug development and disease management on 24 th April, 2021
MoU with Baseliuss College Kottayam	To establish academic cooperation in computer education	Signed the MoU on 18 th September, 2019. Joint PhP Workshop organized for the students and faculty members.
Training sessions for the faculty members of specially challenged students	To conduct "Train the Trainer Programme with Online Tools" for training the faculty members of specially challenged schools as an extension activity.	The Department of Computer Applications organized a one-day training "Train the Trainer Programme with Online Tools" for training the faculty of specially challenged schools on 16 th November 2019.
Reconstitution of IQAC	Reconstitution of IQAC with new nominees	Reconstituted IQAC on 27 th August 2019 by including new members

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Co-ordinator, IQAC



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Action Taken Report of the IQAC Meeting held on 14th October, 2019

ACTIVITY	ACTION PLAN	OUTCOME
Constitution of AQAC	Constitute Academic Quality Assurance Council (AQAC). AQAC will be responsible for taking care of all the quality initiatives, accreditation and assessment procedures, ensuring the maintenance of high standards in teaching, learning and research, discussing and developing policy recommendations in relation to academic matters.	The Academic Quality Assurance Council (AQAC) was constituted with the following members: Chairman: Fr. Dr. Cherian J Kottayil Administrator: Prof. Varghese Abraham Coordinator: Dr. K. R. Sukumaran Nair Members Dr. Sudeep B Chandramana Mr. Biju Dharmapalan Mr. Tiji Thomas Mr. Stephen James Mr. Radhakrishnan Kuttoor Dr. Ashalakshmi R. K Dr. Jenny Jacob Mr. Ligo Koshy Mr. Thomas Mathew Ms. Jeena Sara Viju Mr. Pavin Thadathil Mr. Ajay Kurien The council will be reconstituted every two years or as per the instruction from the Chairman.
MoU with IIIT Allahabad	Facilitate student exchange, organize trainings, establish research collaboration, intellectual property & research collaboration	Signed the MoU on 11 th February, 2020. Six students from MSc Bioinformatics are currently undergoing their MSc dissertation in online mode under the guidance of IIIT Allahabad faculty
Mini Marathon	To organize mini marathon on the theme "Run for Cyber Safety" to spread awareness on cyber problems.	Mini Marathon was conducted on 14 th December, 2019.

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Add-on courses

To provide add-on courses
for the students of
Department of Management
Studies

**Add-on Course- Advanced
Corporate Finance:** Online
classes were conducted
through Google class room,
in the subject area of
Advanced Corporate Finance
and the course was titled as
"Working Capital
Management'. The online
class started in March 19,
2020 for a duration of 37
hours.

**Add-on Course-
Management Information
Systems and Cyber
Security:** The classes were
divided into two sections.
The first section focused on
organization practices of
MIS. This section was
offered for 40 hrs. The
second section covered 120
previous university questions
and 7 case studies. A total of
103 students enrolled in
Google Class Room. Online
class started on 23rd March,
2020.

**Add-on Course- Marketing
Practice:** Online classes
were conducted in Marketing
Management area. The
classes commenced on 19th
March and concluded on
30th April 2020. There were
108 participants who enrolled
for the classes. The prime
objective was to supplement
the syllabus provided by
M.G. University. The course
was designed for a total of 40
hrs of student engagement.



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SPSS Training	To provide training for the students on SPSS software for data analysis.	Conducted a hands-on workshop on using SPSS software for data imputation and analysis for the 3rd semester and 4th semester students on 3 rd March, 2020
Workshop on "Logistics of NAAC Second Cycle Accreditation"	To make faculty members aware about the presentation of reports by departments for the second cycle of accreditation and preparation of Self Study Report (SSR).	Conducted the workshop on 4 th February, 2020. Fr. Dr. S. Ignacimuthu S.J. (Director, Entomology Research Institute, Loyola College, Chennai) handled the session on "Logistics of NAAC Assessment and Accreditation". Dr. A. Lourdusamy (IQAC Coordinator Loyola College, Chennai) handled the sessions on: "Outcome Based Education", "Presentation of Reports by Departments for Second Cycle of Accreditation", "Fine-tuning the Preparation of Self Study Report (SSR)"
Annual Retreat	Planned to conduct annual retreat for the students.	Annual Retreat conducted on 4 th February, 2020.

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Action Taken Report of the IQAC Meeting held on 13th March, 2020

ACTIVITY	ACTION PLAN	OUTCOME
NIRF	Discuss about the progress of NIRF. Discussed about the Library Purchase Bill for the last three academic years that was supposed to be uploaded.	Uploaded the document provided from NIRF after our submission in the college website. The council finalized the Library Purchase Bill.
Preparation for online classes	To switch the classes to online mode. Use Zoom platform for effectively conducting the classes and Google Classroom to circulate study materials. Maintain proper record of attendance.	Classes were switched to online mode. Zoom platform and Google classroom were used by faculty members for conducting classes. Attendance was maintained.
Orientation for faculty members	Conduct orientation sessions for the faculty members on online teaching to prepare them to adopt more efficient method of conducting online classes.	FDP was conducted on 17 th March, 2020. Mr. Sanesh Varghese handled the session on the topic "How to conduct online class". Orientation was organized for the faculty members on online teaching from 17 th to 26 th June, 2020 by IQAC & School of Biosciences.
Alumni Webinar Series	Conduct Alumni Webinar Series to promote interaction with alumni and develop interpersonal and professional relationship	Organized and started Alumni Webinar Series (#Homecoming) by the Department of Management Studies from 19 th June, 2020.





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Participation in NPTEL programmes	To promote participation in NPTEL programmes	More students participated in NPTEL programmes and cleared examination
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