



FATHER MULLER COLLEGE
(A unit of Father Muller Charitable Institutions)
NAAC Accredited



IQAC MEETING MINUTES

21st July, 2016 at 09:15 a.m. at Administrator's Office

Members Present

1. Rev Fr Richard Coelho, Administrator FMCOSH & FMMCH
2. Rev.Fr Rudolph Ravi D'sa, Administrator FMMC
3. Rev Fr Ajith Menezes, Assistant Administrator FMMCH
4. Dr. Udaykumar, Medical Superintendent FMMCH
5. Prof. Akhilesh P.M, Principal FMCOSH
6. Mrs. Shwetha, Vice-Principal FMCOSH

Members on leave: 1. Dr. B. Sanjeev Rai, CMS FMMCH - L

Prof. Akhilesh P.M initiated the meeting by presenting the agenda.

AGENDA

1. Class Attendance
2. Academic activity conducted by department
3. Academic activity proposed by department
4. Progress of research
5. Publications
6. Statistics
7. Decennial year 2016-17
8. Other issues

I. CLASS ATTENDANCE

Prof. Akhilesh P.M informed that regular classes have started from July 1st 2016. In the meeting, it was proposed that students, who fail to attend classes on time, will not be permitted to attend the clinics and strict action will be taken regarding the same. All subjects have been assigned to respective staff. Classes have been initiated and continue as per schedule.

II. ACADEMIC ACTIVITY CONDUCTED BY DEPARTMENT

- Inauguration of the new batch of I BASLP 2016-2017.

III. ACADEMIC ACTIVITY PROPOSED BY DEPARTMENT

- 2 CRE's & one international conference to be held
- Posting to be initiated in Thumbay
- Celebration of the decennial year
- To form an alumni association

IV. PROGRESS OF RESEARCH

- Data collection of previous research topics on progress.
- Research work initiated by students who pursuing internship.

V. PUBLICATIONS

- Under process.

VI. STATISTICS

- **Statistics of the case load for the month of June, 2016:**
 - a) AUDIOLOGY OPD cases: 1. Total cases – 216
 - b) SPEECH OPD cases : 1. Total cases –50
 - c) SPEECH therapy cases: 1. Total number of cases – 49
2. Total number of sessions – 324
 - d) SSA posting – Vacation
 - e) Kinigolli posting – Vacation

VII. DECENNIAL YEAR 2016-17

Decennial Year 2016-17 to be celebrated

As a part of decennial year celebration the following things were suggested/ discussed.

1. News Bulletins- To continue
2. Staff enrichment program - Planning guest lecture
3. Student enrichment program - Workshops for students in October/ November 2016.
4. One International Conference in October /November 2017.
5. Releasing a souvenir of the Decennial in 2017
6. Steps towards starting Post Graduation - MASLP
7. Outreach Program in Father Muller Hospital Thumbay
8. Inter collegiate quiz Competition in 2017.
9. Starting BASLP Alumni Association and inaugurating the same in 2017.
10. Celebrating Decennial Finale in 2017.

VIII. OTHER ISSUES

1. Rev. Fr Richard and Rev.Fr Rudolph suggested forming an Organizing committee for the decennial year celebration. It was suggested that the committee should comprise of the following members.
 - a. Three staff representatives including Principal
 - b. Three students representatives one from each batch
 - c. Management
2. It was discussed in the meeting regarding the formation of the student council for the academic year 2016-2017. Rev. Fr Rudolph suggested to form a constitution for a student council at least for the next academic year
3. The college IQAC committee was advised to meet periodically and activities of the IQAC to be documented accordingly. It was also suggested to give an orientation to all the staff of the Speech and Hearing College regarding NAAC and IQAC so as to prepare

effectively for the next NAAC assessment. The Principal of the college proposed vote of thanks and meeting was concluded at 10.15am.



Sr. Cynthia Santhmayor
Secretary, IQAC

Communicated to all members

C.c. to:
The Director – for information/ NAAC Office / File

cs/sd