



Date:08/07/2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE-IQAC MEETING

A meeting of the IQAC is scheduled on 13/07/2021 at 2pm in the conference room of SJIHMCT. The following members are requested to attend the meeting

Principal (Chairman)

Fr. Jacob Puthiyaparambil (Management representative)

Mr. Varghese Johnson (Faculty representative)

Mrs. Lissamma Sebastian (local society Nominee)

Mr. Shamboo Gopalakrishnan (Industry representative)

Dr. Thomas Mathew (External Member)

Mrs. Elsamma Mathew (Parent Representative)


Mr. Akku Babu (Alumni Representative)

Ms. Sandra Siby SJIHMCT (Student representative)

Dr. Sheri Kurian (IQAC Coordinator)

Principal




IQAC Coordinator



Members Present

Following members were present for the IQAC meeting held on
13/07/2021 at SJHMCT Palai.

Sl No	Name	Signature
1.	Principal	
2.	Fr. Jacob Puthiyaparambil	
3.	Mr. Varghese Johnson	
4.	Ms. Lissamma Sebastian	
5.	Mr. Shamboo Gopalakrishnan	
6.	Dr. Thomas V Mathew	
7.	Mrs. Elsamma Mathew	
8.	Mr. Akku Babu	
9.	Ms. Sandra Siby	
10	Dr. Sheri Kurian	



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Venue: Conference room

Time: 2 pm

Date: **13/07/2021**

Minutes of the Meeting

The first IQAC meeting convened on July 13, 2021. The session commenced with a moment of silence, followed by the approval of the previous meeting's minutes. The agenda for today's meeting is outlined below.

- The first IQAC meeting started at 2 pm with prayer. Principal chaired the meeting.
- IQAC was constituted with the following members. Dr. Sheri Kurian (IQAC Coordinator) Fr. Jacob Puthiyaparambil, Mr Varghese Johnson, Mrs. Lissamma Sebastian. Mr. Shamboo G, Dr. Thomas Mathew. Mrs. Elsamma Mathew, Mr. Akku Babu and Ms Sandra Siby.
- Principal welcomed all the members and thanked them for their willingness to accept the responsibility.
- The council distributed the criteria charge to different faculties.

Criteria 1: Ms. Dona Babu

Criteria 2: Mr. Varghese Johnson

Criteria 3: Mr. Atul Vijay P

Criteria 4: Mr. Jojan Thomas

Criteria 5: Mr. Seby Mathews

Criteria 6: Mr. Sebastian Thomas

Criteria 7: Ms. Rakhy Raju



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The following decisions were also made by the council

- Forms and formats needed to be maintained in the college.
- Criteria wise orientation for the faculties.
- The importance of documentation.
- Meeting concluded at 3.15 pm

Principal

Chairman


Dr. Sheri Kurian

IQAC coordinator





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Date: 16/10/2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE-IQAC MEETING

A meeting of the IQAC of the college is scheduled on 22/10/2021 at 10 a.m. in the conference room. The following members are requested to attend the meeting

Principal (Chairman)

Fr. Jacob Puthiyaparambil (Management representative)

Mr. Varghese Johnson (Faculty representative)

Mrs. Lissamma Sebastian (local society Nominee)

Mr. Shamboo Gopalakrishnan (Industry representative)

Dr. Thomas Mathew (Employee representative)

Mrs. Elsamma Mathew (Parent Representative)

Mr. Akku Babu (Alumni Representative)

Ms. Sandra Siby SJIHMCT (Student representative)

Dr. Sheri Kurian (IQAC Coordinator)

Principal



IQAC Coordinator



MEMBERS PRESENT

Following members were present for the IQAC meeting held on
22/10/2021 at SJHMCT Palai.

Sl No	Name	Signature
1.	Principal	
2.	Fr. Jacob Puthiyaparambil	
3.	Mr. Varghese Johnson	
4.	Mr. Shamboo Gopalakrishnan	
5.	Dr. Thomas V Mathew	
6.	Mrs. Elsamma Mathew	
7.	Mr. Akku Babu	
8.	Ms. Sandra Siby	
9.	Dr. Sheri Kurian	



**INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF THE IQAC MEETING HELD ON 22/10/2021 IN THE SJHIMCT
CONFERENCE ROOM**

Venue: Conference room

Time: 10 AM

Date: 22/10/2021

The IQAC meeting convened on 22/10/2021 with the principal presiding. The session commenced with a moment of silence, followed by the approval of the previous meeting's minutes. The agenda for today's meeting is outlined below.

Agenda and discussion

SL.NO	Discussion points/Agenda	Decision taken
1	IET training programme.	It is decided to send the 5 th semester students for the IET to reputed five-star hotels
2	Introduction of German language in the Curriculum	It was also discussed to introduce German language courses for one semester to enhance opportunities for students to work in Germany.
3	Internal examination	The IQAC recommended placing greater emphasis on sessional exams to improve both internal marks and subject knowledge.
4	Add on courses	It was also suggested to include more skill-based additional sessions to enhance the quality of the students.

Principal

Chairman



Dr. Sheri Kurian

IQAC coordinator



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Date: 01/02/2022

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE-IQAC MEETING

A meeting of the IQAC is scheduled on 05/02/2022 Saturday at 11 a.m. in the conference room. The following members are requested to attend the meeting

Dr. Sheri Kurian, Principal (Chairman)
Fr. Jacob Puthiyaparambil (Management representative)
Mr. Varghese Johnson (Faculty representative)
Mrs. Lissamma Sebastian (local society Nominee)
Mr. Shamboo Gopalakrishnan (Industry representative)
Dr. Thomas Mathew (External Member)
Mrs. Elsamma Mathew (Parent Representative)
Mr. Akku Babu (Alumni Representative)
Ms. Sandra Siby SJIHMCT (Student representative)
Mrs. Regy Joseph (IQAC Coordinator)


Principal




IQAC Coordinator



Members Present

Following members were present for the IQAC meeting held on
5/02/2022 at SJHMCT Palai.

Sl No	Name	Signature
1.	Dr. Sheri Kurian	
2.	Fr. Jacob Puthiyaparambil	
3.	Mr. Varghese Johnson	
4.	Ms. Lissamma Sebastian	
5.	Mr. Shamboo Gopalakrishnan	
6.	Dr. Thomas V Mathew	
7.	Mrs. Elsamma Mathew	
8.	Mr. Akku Babu	
9.	Ms. Sandra Siby	
10.	Mrs. Regy Joseph	



INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE IQAC MEETING HELD ON 05/02/2022 IN THE SJHMCT CONFERENCE ROOM

Venue: Conference room

Time: 11 AM

The IQAC meeting convened on 05/02/2022 with the principal presiding. The session commenced with a moment of silence, followed by the approval of the previous meeting's minutes. The agenda for today's meeting is outlined below.

Agenda and discussion

Sl No	Discussion points/Agenda	Decision taken
1	Learner centred pedagogy	It was discussed that students should do research and submit reports for the same.
2	Flipped classroom	There was a discussion on the Introduction of flipped model classroom to all the batches of students.
3	Periodic industrial exposure.	There was a suggestion from the IQAC to send all the faculties for industrial exposure to improve the latest trend in the industry
4	Report submission	It was decided in the meeting that all activity reports from various clubs should be sent to IQAC as a central point of reference.


Dr. Sheri Kurian

Chairman




Mrs. Regy Joseph

IQAC coordinator