

IQAC Meeting

Date: 31.07.2019

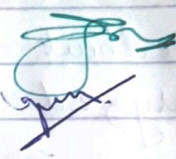


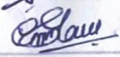
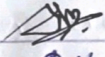

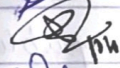



Venue: Principal's chamber

Presided by: Prof. D. Jayaprasad

Agenda:

1. AQAR submission 2018-19.
2. Criteria wise analysis.
3. Other matters.

Members present:

1. Prof. D. Jayaprasad (Principal) 
2. Dr. Vijoy P. S. (IQAC co-ordinator) 
3. Dr. Geetha K 
4. Dr. Manu K. M. 
5. Dr. Rajesh K. R. 
6. Dr. Smitha K. R. 
7. Dr. Santhosh P. P. 
8. Dr. Raji R. 
9. Smt. Nitha Rajagopal 
10. Anas Joseph. P. 

Major Decisions:

1. A committee consisting of three members (Dr. Rajesh KR, Dr. Smitha K. R. and Dr. Manu K. M.) was formed for uploading the details of AQAR 2018-19. Dr. Rajesh K. R. will give necessary support for uploading the supporting documents to the college website.
2. ~~From onwards~~, Following IQAC members will be in charge of criteria wise data collection from the departments:
 1. Smt. Jisha V. S. - Criterion I
 2. Dr. Geetha K. - Criterion II
 3. Dr. Sreeya T. D. - Criterion III
 4. Dr. Santhosh P. P. - Criterion IV
 5. Dr. Smt. Nitha Rajagopal - Criterion V

6. Dr. Raji R - Criterion VI
7. Dr. Prasad M V - Criterion VII

3. Dr. Sreeya V N will be in charge of Student Satisfaction Survey to be conducted in 2018-19 and 2019-20.

4. The online feedback ~~system~~ data collected from TCS software (Attendance software) and the self assessment feedback data collected from teachers will be analyzed in details.

5. The committee members of IQAC raised their ~~result~~ analysis concern over ~~improving~~ the pass% ~~results~~ of UG and PG students in 2018-19. (The results already published by the university of Calicut in 2018-19). The committee decided to conduct a detailed result analysis by ~~considering~~ as follows.

- (1) Subject wise result analysis must be conducted
- (2) A detailed category (admission category) wise pass percentage in each semester must be analysed.
- (3) Remedial coaching ~~of~~ for failed students must be conducted regularly at least once in a week.

6.6. Decided to apply for grant provided by KSCSTE for ozone day celebrations by Science Forum.

7. Decided to conduct Calicut university social service program (CUSSP). A committee was constituted ~~by~~ for the same and Dr. Harinarayan MK will be in charge of CUSSP in the year 2019-20.

DQAC meeting

47

Date : 3-10-2019

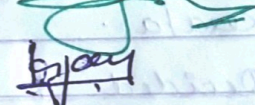
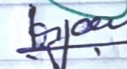

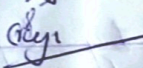
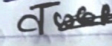
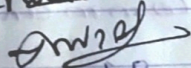

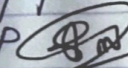
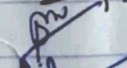

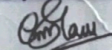


Venue : IQAC Room

Presided by :

Agenda:

1. Hands on training on digitalization of teaching methods and online attendance management for faculty member.
2. Oxone day celebration evaluation
3. PTA meeting and analysis of Internal Examination Results
4. NIRE data to upload.
5. Verification of API score of Dr. Suresh V. Nampoothiri and Dr. Jayasankar M. under CAS scheme for promotion
6. Conduct of Model Parliament programme.
7. Commencement of value added course.

Members Present:

1. Prof. D. Jayaprasad (Principal) 
2. Dr. Vijay. P.S (IQAC coordinator) 
3. Dr. Geetha .K 
4. Dr. Shreeja T.D 
5. Smt. Jisha P.S 
6. Dr. Prasad .M.V 
7. Smt. Nitha Rajagopal 
8. Dr. Santhosh .P.P 
9. Dr. Smitha .K.R 
10. Dr. Raji .R. 
11. Dr. Manu .K.M 
12. Dr. Rajesh .K.R 
13. Anas Joseph .P 

Minutes:

- Decided to conduct a hands on training programme on digitalization of teaching methods and online attendance management for faculty members.
- Congratulated the students on their achievements in competitions conducted in connection with

One day celebrations by Science Forum.

- Decided to conduct General body of PTA and classwise PTA meeting by individual department after analyzing internal examination results on 11/10/2019.
- Evaluated the data collected from departments for NIRF ranking.
- Verified the faculty promotion documents of Dr. Suresh V. Narayankutty and Dr. Jayasankar M. and submitted and passed for the submission for the screening committee evaluation.
- Decided to conduct Model parliament Programme by the aid of Institute of Parliament affairs, Govt. of Kerala.
- Decided to start a value added course on 'Installation and maintenance of Photocopiers and printers' provided by Dept. of Electronics and IT and Ministry of Communication and IT, Govt. of India.

IQAC MEETING

Date: 01/01/20

Venue: principal's office

Agenda

1. AQAR - final Submission 2018-19
2. Discussion on best practice
3. Student satisfaction survey.
4. Arrangement for CSS / CUSSP
5. Updation of college website
6. Any other matters

Members present

Prof. D. Jayaprasad

1. DR. P. S. VIJAY

2. DR. MANU K. M

3. DR. SANKARHOSH. P. P.

4. DR. GEETHA. K.

5. DR. SREYA. S. D

6. NITHA RAYAGOPAL

7. DR. RAJESH. K. R

8. DR. PRASAD M. V.

9. ANAS JOSEPH. P

10. DINAS. M. V

11. ANAS JOSEPH. P.

11. DR. RAJI R

12. JINHA. P. S

Minutes

1. Decided to verify the AQAR data collected by from various depts by the IQAC coordinator and submit the same at the earliest.
2. In order to reduce the use of plastic, IQAC decided to distribute cloth bags prepared by students. Dr. Indha E. K & Dr. Smt. Suchiltra V will be in charge of this best practice.
3. Conducted the student satisfaction survey and analyzed the data. Decided to take necessary action.

IQAC Meeting

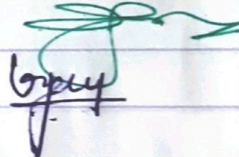
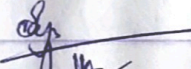
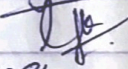
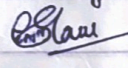
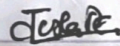
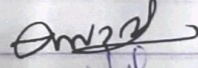
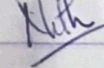

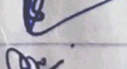
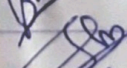
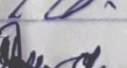

Date: 04/02/2020

Venue: Principals office

Agenda

1. Review of final draft of AQAR
2. Academic calendar preparation for the year of 2020-21
3. Verification of API score of Assistant-Professors
4. Annual report submission.
5. Evaluation of value added course.

Members Present:

1. Prof. D. Jayaprasad (Principal)
2. Dr. Vijay P.S (IQAC coordinator) 
3. Dr. Sneha T.D 
4. Dr. Geetha K 
5. Dr. Manu K.M 
6. Smt. Jisha P.S 
7. Dr. Prasad M.V 
8. Smt. Niltha Rajagopal 
9. Dr. Shankosh P.R 
10. Dr. Raji R 
11. Dr. Smitha K.R 
12. Dr. Rajesh K.R 
13. Anas Joseph P. 

Minutes

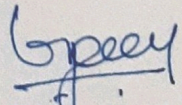
1. Decided to review the final draft of AQAR and to submit it before 28th February.
2. Decided to prepare the Academic calendar of the year 2020-21 and Dr. Jisha S. Kumar will be in charge of the same.
3. Decided to verify the faculty promotion documents of

Dr. Vishnu. R, Dr. Nishanth. T, Dr. ManuKM
and smt. Deepa. V.G.

4. Decided to prepare and submit annual report of different departments before 20th March 2020.
5. Decided to conduct the evaluation of value added course from 10-2-2020 to 15-2-2020.

Action Taken Report by IQAC during 2019-20

1. A committee comprising of Dr. Manu K. M., Dr. Smitha K. R. and Dr. Rajesh K. R. was constituted for uploading AQAR 2018-19 and the same was submitted in February 2020.
2. Criteria wise committee were constituted by IQAC for documenting various activities of the college.
3. Student Satisfaction survey was conducted after preparing suitable questionnaires by collecting data using google forms.
4. In order to improve UG and PG results, a detailed category and subject wise result analysis was conducted in each programme. Remedial classes were started for slow learners.
5. Ozone day celebrations were conducted by Science Forum on 24.09.2019.
6. A committee convened by Dr. Harinarayanan M. K. was constituted for implementing Calicut University Social Service programme (CUSSP) as per the new CUCBCSS – UG regulations.
7. A faculty development programme (Hands on training on digitization of teaching methods and online attendance management) was conducted on 09.10.2019
8. Conducted Model Parliament programme on 22.11.2019
9. A new value added course on “Installation and Maintenance of Photocopies and Printers” was conducted with the support of Dept. of Electronics and IT and the Ministry of Communications and IT, Govt. of India
10. IQAC started an initiative- Cloth bag making for reducing the use of plastics in the college campus.
11. Annual meeting of all old students was conducted and new office bearers were selected in the general body meeting. It was decided to include IQAC coordinator as the permanent member of new executive committee. Decided to start preparations for registering the Alumni association.


DR. VIJOY. P. S
IQAC coordinator