

ACTION TAKEN REPORT BY IQAC DURING 2021-22

1. Department level quality assurance cell was formed with a permanent/fulltime faculty member as its coordinator.
2. IQAC scrutinized the data collected for AQAR 2019-20.
3. A proposal for the augmentation of physical and academic facilities was prepared.
4. The result analysis of the various departments was closely analyzed and the remedial coaching was made more effective.
5. Two new MOUs were signed with Interncan and ASAP Kerala for conducting skill development programmes for the students.
6. IQAC instructed the HODs to utilize the mentor programme to identify the gap areas in the learning process of the students during Covid 19 lockdown.
7. Department wise bridge courses were conducted for first semester UG and PG students and detailed syllabus was also collected.
8. The construction process of Botany and Biochemistry building progressed.
9. Constituted a NAAC fund from the permanent faculty members of the college to carry out NAAC related activities.
10. After the classes were regularized internal examinations were conducted in the offline mode.
11. 16 Certificate courses were conducted.
12. Curriculum feedbacks from students, teachers, alumni and employer were collected.
13. All the science labs and few department toilets were renovated, the main building floor and also some of the classrooms were tiled using management fund.
14. The staff room of the department of Malayalam was refurbished.
15. Interactive panels were installed in department of Physics and Botany.
16. Proposal to appoint a temporary librarian was submitted to the management.
17. A seminar hall was constructed for department of Commerce.
18. Documents were prepared for registering the alumni association of the college.
19. Exit programmes were organized for final year students at the department level.
20. With the financial assistance of Mercy Cops - a charitable organization run by Kerala Police a mango tree plantation was started in June 2022, which will be maintained by the NCC cadets of the college.



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PRINCIPAL IN CHARGE
SREEKRISHNA COLLEGE
GURUVAYUR

QAC Members 2021-22

- | | | | |
|-----|-------------------------|--|--|
| 1. | Dr. Vijay P. S. | Principal in Charge | |
| 2. | Dr. Geetha K | Coordinator (Assistant Professor of physics) | |
| 3. | Dr. Jisha S Kuman | Member (Assistant Professor of Commerce) | |
| 4. | Dr. Smitha K. R. | Member (Assistant Professor of Biochemistry) | |
| 5. | Dr. Sreeja V. N. | Member (Assistant professor of statistics) | |
| 6. | Dr. Seena M.S. | Member (Assistant professor of History) | |
| 7. | Dr. Manu K. M. | Member (Assistant professor of Physics) | |
| 8. | Dr. Santhosh P. P. | Member (Assistant professor of Zoology) | |
| 9. | Capt. Rajesh Madhavan | Member (Assistant professor of Physical Education) | |
| 10. | Dr. Vishnu R | Member (Assistant Professor of Physics) | |
| 11. | Dr. P. A. Damodaran | Member | Rtd. Faculty, SKC |
| 12. | Mr. Aboobaker | Member | Industrialist |
| 13. | E. P. R. Vesalan Master | Member | Member, Gvr Devaswom Management representative |
| 14. | Mr. Sajith Kumar | Member | Representative of Local Society. |
| 15. | Mr. Shebeer K. I | Member | Alumni Representative |



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QAC meeting - 1

Date: 03.07.2021

Venue: Principal's Chamber.

Chairing the meeting: Dr. Vijoy P.S. Principal in Charge.

Time: 3.30 p.m.

Agenda

1. Selection of criterion wise convenors for QAC related activities.
2. Formation of Dept. level quality assurance cell (DLQAC) in 13 depts.
3. AQAR submission 2019-20
4. Proposal to management for physical and academic facilities.
5. Any other relevant matter.

Members present:

1. Dr. Vijoy P.S. (Principal in charge)

2. Dr. Geetha K (Coordinator)

3. Dr. Jisha S Kumar

4. Dr. Smitha K.R.

5. Dr. Vishnu R

6. Ms. Seena M.S.

7. Dr. Santhosh P.P.

8. Dr. Seeja V.N.

9. ~~Dr.~~ Rajesh Madhavan

10. Dr. Manu K.M

11. Dr. P.A. Damodaran

12. Mr. Sajith Kumar.

Decisions

1. In order to ensure timely and efficient involvement of QAC in various tasks to be implemented for in connection with academic and administrative activities of all the

college and also for effective data collection and implementation of various activities, following IQAC members were selected as convenors for various criteria as follows.

1. Dr. Jisha S Kumar - Criterion 1
2. Dr. Manu K.M. - Criterion 2
3. Dr. Smitha K R - Criterion 3
4. Dr. Vishnu R - Criterion 4
5. Dr. Santhosh P.P - Criterion 6
6. Seena M.S - Criterion 5
7. Dr. Sreeja V N - Criterion 7

It was also decided to carry out NAAC related data collection under the leadership of NAAC coordinator Lt Rajesh Madhavan.

2. In order to develop a culture of responsibility among students, and also to involve all stake holders of institution in the decision making process, ~~dept.~~ it was decided to form a dept level quality assurance cell (DLQAC). A ~~teacher~~ permanent Full time teacher will be the coordinator of DLQAC.
3. IQAC has scrutinized the collected data for AQAR 2019-20. It was also decided to complete the submission of AQAR 2019-20 before 31 August 2021.
4. Based on the rough draft of the proposal prepared by IQAC to the management for the development and augmentation of physical and academic facilities of the college, a detailed discussion was carried out in the meeting. The proposal includes development of language lab, renovation of computer lab etc. The draft was finalized.

5. It was also decided to start new certificate courses in all depts.



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Result analysis of 2020-21 (2020 passed)
Monthly evaluation programme for NVC new students
Signing of new HODs
Regularization of classes - a report
Final class matters

Members present:

1. Dr. Vijay P.S. (Principal in charge)
2. Dr. Geetha K. (Coordinator)
3. Dr. Lakshmi S. Kumar
4. Dr. Harsh M. S.
5. Dr. Anitha P. P.
6. Mrs. Sarada M. S. (Secretary)
7. Dr. Vidya S.
8. ~~Dr. Lakshmi S. Kumar~~
9. Dr. Praveena V. N.
10. Dr. Anitha K. R.

Final Decisions
The collected result analysis data from various depts were analyzed in detail in the meeting held on 20-01-2021 (2020-21) and it was found that pass percentage of some depts had to be enhanced in the coming academic year of providing more class coaching.

QAC meeting - 2

Date: 23.10.2021

Chairing the meeting: - Dr. Vijoy P. S., Principal in charge

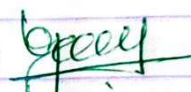



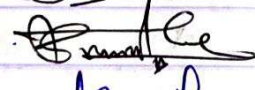
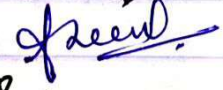




Time: 2.30 pm.

Venue: Principal's chamber.

Agenda:

1. Result analysis of 2020-21 (2021 passout)
2. Faculty orientation programme - for NAAC new guidelines
3. Signing of new MOUs
4. Regularization of classes - after covid
5. Any other matters.

Members present:

1. Dr. Vijoy P.S. (Principal in charge) 
2. Dr. Geetha K (Coordinator) 
3. Dr. Jisha S Kumar 
4. Dr. Manu K.M. 
5. Dr. Santhosh P.P. 
6. Ms. Seena M.S. 
7. Dr. Vishnu R. 
8. Capt. Rajesh Madhavan. 
9. Dr. Sreeja V.N. 
10. Dr. Smitha K.R. 

Main Decisions

1. The **collected** result analysis data from various depts. were **analyzed** in detail. (academic year 2020-21, 2021 March passout UG & PG). It was found that **pass percentage** of some depts has to be **enhanced** in the **current** academic **year** by providing remedial coaching

classes to students who ~~stano~~ perform upto the standard. ~~A special case~~ must be It was also decided to provide special coaching classes to those students who are active in sports activities ~~whom~~ especially who are representing our college in various university / interuniversity competitions. It was also decided to provide facility for retest in internal examinations to them.

2. In order to equip all faculty members for NAAC Reaccreditation activities as per the latest guidelines published by NAAC during March 2021, it was decided to conduct one day orientation programme for faculty members during November / December 2021.

3. In order to ~~promote~~ ~~improve~~ students' involvement in capacity building and skill development activities it was decided to collaborate various organizations industries. It was decided to sign MoUs with Internica and ASAP Kerala ~~which~~ for conducting sub quality initiative programmes in the college.

4. The classes were started regularly in offline mode from 04 October 2021. ~~A proper~~ It was also decided to find out the gap areas of our students for their learning process in the context of lock down and IQAC has decided to ~~conduct~~ ~~proper~~ communicate faculty members about the to utilize mentor programme effectively for filling sub gap areas and also to make effective measures ~~advising~~ ~~their~~ for a better learning outcome.

5. It was decided to conduct bridge course for I semester UG and PG students before 15 February 2022. It was also decided to collect ~~submit~~ a detailed syllabus of bridge course from all depts. before 1 November 2021.



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IQAC meeting - 3

Date: 08-11-2021


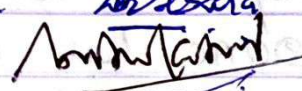


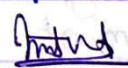
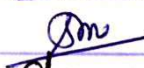
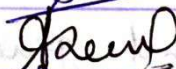




Venue: Mini auditorium

Time: 2:30 pm.

Agenda

1. Implementation of NAAC related Quality initiatives
2. Generation of funds for NAAC purpose.
3. Any other matter.

Members Present

- | | |
|--------------------------------|---|
| 1. E.P.R. Vesala |  |
| 2. M. S. Srinivasan |  |
| 3. Sajith Kumar |  |
| 4. Usham R. |  |
| 5. Sreeja V N |  |
| 6. Anitha K.R |  |
| 7. Seena. MS |  |
| 8. Dr. Geetha. K. |  |
| 9. Dr. Santhosh. PP |  |
| 10. Dr. Mann |  |
| 11. Dr. Vijay P.S. |  |

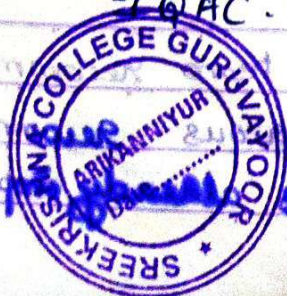
Decisions

1. The IQAC has analyzed the peer team recommendation - 2017. The meeting discussed various recommendations and listed the recommendations already implemented.

in the institutions. Such recommendations include the facilities developed under the financial assistance of PTA in Physics and Chemistry laboratories, ~~already started~~ project work of management for the construction of Biology and chemistry and Biochemistry blocks, flooring of main building etc. The other recommendations to be implemented before NAAC visit were also discussed in detail. These include language lab, ICT enabled class rooms, library facility upgradation etc. IQAC has also discussed the submitted proposal to management and also decided to ensure its follow up.

2. For the effective delivery of library services, it is ~~is~~ necessary to fill the vacancy of a permanent and qualified librarian. Since this process requires several govt. level processes procedures, IQAC has decided to ~~to~~ submit a letter to management to appoint a qualified librarian temporarily with the financial assistance of College Development Fund.

3. Apart from the fund generated by the management, IQAC has decided to submit a proposal to College Council to collect a total amount of Rs. 7 lakhs from ^{Permanent} faculty members of this college. It was also decided to ~~the~~ utilize this fund for quality related activities of the college ~~under the~~ in accordance with the strategies decided by the IQAC.



Geetha
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IQAC Meeting - 4

Date: 21-12-2021

Venue: Principals room






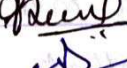

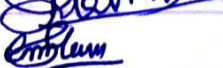

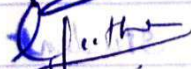
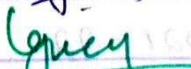
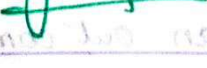
Time: 2:30 p.m.

Chairing the meeting: Dr. Vijay P.S, Principal in charge.

Agenda

1. AQAR submission 2020-21
2. Internal Examinations
3. Alumni Association activities
4. Career guidance cell activities.
5. Feedback and student satisfaction survey.

Members Present

1. Dr. Sneha V N 
2. Dr. Smitha K.R. 
3. DR. Santhosh P 
4. Manju Sathush-T 
5. VISWANU R 
6. Seena M S 
7. Sajith kumar .c 
8. Dr. B.A. Damodaran 
9. Dr. Mann K.M 
10. Rajesh Madhevan 
11. Dr. Geetha K. 
12. Dr. Vijay P.S. 

Decisions

1. Due to COVID scenario, NAAC has extended the

timeline for submission of AQAR 2020-21 upto 31 March 2022. So it was decided to complete the data collection for AQAR 2020-21 before 31 March 2022.

2. After the regularization of classes into offline mode, it was decided to conduct internal examination also in offline mode. It was decided to ~~give~~ consult this matter with internal examination cell and college council.
3. It was also decided to conduct a job fair in this college with the support of Career guidance and placement assistance cell. IQAC has also decided to ~~con-~~start a civil service coaching class to interested students of our institution under the leadership of Career guidance and placement assistance cell.
4. It was decided to speed up the process of registration of Alumni Association of Sree Krishna College (AASK). ~~It was decided~~ Principal in charge, IQAC coordinator and Alumni representative of IQAC will take necessary actions. It was also decided to discuss with AASK committee for including IQAC coordinator as a member of AASK executive committee and so that IQAC can effectively involve in Alumni related activities of our college.
5. It was also decided to conduct annual feedback Alumni feedback, student feedback, student satisfaction survey during 2021-22. It was also decided to ~~conduct~~ ^{follow} an outcome based programme feedback from 2022 passout (UG & PG) students. It was also ~~decided~~ ^{decided} to collect course ^{outcome} feedback

from all student after the completion of a semester.

6. In order to promote green campus initiatives, it was decided to conduct green audit and environment audits before 31 March 2022. With the financial assistance of "MERCY COPS" (A charitable organization headed by Kerala police officials) it was decided to ~~preserve~~ plant mango trees. The preservation of ~~them~~ and maintenance of this garden will be done effectively with NCC cadets of Sree Krishna College.



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