

IQAC Meeting on 23rd May, 2018
at 10:30 AM

Venue - Principal's Chamber

Agenda -

1. UNAAC review
2. Action plan 2018-19
3. Other matters

Attendance -

1. Dr. Azad R.P. Principal W
2. Dr. Santhosh Kumar Vallikkat (IQAC co-ordinator) W
3. Dr. M.R. Prasanna Kumar (HOD Dept of Mathematics) W
4. Jayakrishnan P (Asst. prof. Dept of Commerce) W
5. Bijudas K. (Asst. Professor in Chemistry) W
6. Dr. Aravind J (Asst. Prof in Commerce) W
7. R. Prasanna Kumar W

Decisions:

1. College Action plan (Academic) for the year 2018-19 approved.
2. A departmental visit to be conducted from 20/06/18 onwards to examine the progress of accreditation files. A team with members of IQAC is constituted for this purpose. After visit, reporting should be done in IQAC meeting.
3. Students' meet to be conducted from June 20th onwards.
4. A NAAC plan is to be prepared for the year 2018-19.
5. Teachers' plan & work diary to be issued in the first week of June itself. It is entrusted with Dr. Biju Das.

W

IPAC Meeting held on 29th Jun. 2018, Friday
at 2.30 PM at Seminar hall

Agenda -

1. NAAC review
2. NIRF registration

Attendance -

1. Dr. Aged R. P. NS
2. Dr. Santhosh Kumar Vallikkat (Co-ordinator IGAE)
3. Jayakrishnan P (Asst. Professor, Dept of Commerce)
4. Sanathya M. U.
5. Piyadas K. NS
6. Prasanna Kumar
7. Dr. ARAVIND J (Assistant Professor Dept of Commerce)
8. R. Prasanna Kumar Secretary NS

1. NAAC convenor presented departmental visit details and the progress of preparations of required files to be kept by the department. The recommended deadlines are as follows:

Essential files to be submitted online - July 5
All others - July 20.

2. It is decided to collect last five years files from NCC, NSS programme officers and from teacher % of WWS, SSP & Women Cell.
3. Reports to be collected from College union and Library.
4. Necessary updations to be made in website.
5. Discussed NIRF procedures.

NS

ICPAC Meeting held on 12/15 Sept. 2018, Wed.
at 11:30 AM at principal's chamber.

Agenda -

1. ICPAC expansion
2. Formation of NAAC Core Committee
3. Intern of exams & other programmes
4. Other matters.

Attendance -

1. Dr. A. J. R. L. Principal WS
2. Dr. Sarthosh Kumar Vallikkat Coordinator ICPAC CS
3. Jayakrishnan P. Asst. Professor - Dept. of Commerce J
4. Dr. Bijudas K. Asst. Professor, Dept. of Chemistry BKS
5. Dr. R. Paramakumari Asst. Professor Dept. of Mathematics R
6. Sandhya M. Unnikrishnan Asst. prof. Dept. of History S
7. R. Anand Kumar Secretary CEC. R

1. Ms. Priyalakshmi P. N. & Dr. K. M. Yamuna are inducted to ICPAC as members from faculty quota. Ms. Priyalakshmi P. N. is Asst. Professor of Commerce and Dr. K. M. Yamuna is Asst. Professor of Chemistry.
2. Dissolving NAAC working committee, NAAC Core Committee is formed.
3. Common internal exams for first and second year degree students scheduled for Oct 3rd week.
4. It is decided to report to PTA for appointing a data entry operator on daily wages basis.
5. All departments are directed to conduct lecture series.
6. Request from Ms. Sandhya Unnikrishnan to relieve from ICPAC on personal grounds has been approved.

7. AQAR consolidation is expected to be finished by Nov 30.
8. IPAC members are directed to review the progress every week.
9. Mr. Manesh P. (Teacher, Gark School - Manjeri) and Mrs. Bama Sherin M. (Student, M. Com) were appointed as members to IPAC.

[Signature]

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PRINCIPAL
H. S. COLLEGE, MANJERI

IPAC Meeting held on 17th Dec. 2018
Mon. at 11.30 AM at IPAC Room

Agenda -

1. AEAR Approval
2. Uploading
3. Dept. Preparations.
4. Other matters

Attendance

1. Dr. AZAD R.P. WS
2. Jayakrishnan P, Asst professor ✓
3. Dr. Yamuna K.M. ✓
4. Priyalakshmi P.V. ✓
5. Dr. R. Prasanna Kumar ✓
6. Dr. Bijudas K. WS
7. Dr. Santhosh Kumar Vallikkat (Co-ordinator) ✓
8. Manikandan H.D. ✓
9. R. Prasad Kumar Secretary ✓

1. AEAR for 5 years from 2013-14 to 2016-17
2017-18 verified and approved.
2. It is decided to upload in college website
and consequently to NAAC by Dec. 22nd.
3. It is decided to call for a meeting of HODs
on 17th Dec. at 3 p.m to discuss these matters.

WS

WS
PRINCIPAL
M.S. COLLEGE, MANJERI

ISAC Meeting with HOD's on 19/12/2018
1.30 pm at Seminar Hall

Agenda

1. AQAR Uploading
2. SSR preparation
3. Evaluation of academic activities
4. Other matters

Attendance

1. R. Prasanna Kumar. Secretary Present
2. Dr. Ayed R.P. WS
3. Dr. Santhosh Kumar Valakkat Coordinator Present
4. Dr. B. Sejan Present
5. Dr. Aravind Present
6. Dr. Yamuna K.M. Present
7. Prigalalshmi P.N. Present
8. Snehalatha Devi Present
9. Meenakumari P. Present
10. Present
11. Dr. Sheela M. Present
12. Jayesh, R. Present
13. Shroobackumy Present
14. Present
15. Dr. Bindu K. Present
16. Dr. P.M. Sudhan Kumar Present
17. Dr. MR Prasanna Kumar Present
18. Jayakrishnan P. Present

Decisions

- * Approved all AQARs 2013-14 to 2017-18
- * Start preparation for SSR on January, 2019
- * Evaluated Action plan and academic activities

04/01/2019 - IQAC Meeting
at IQAC Room at 11.30AM

Agenda:

1. Follow-up activities
2. SSR preparations
3. Other matters.

Attendance:

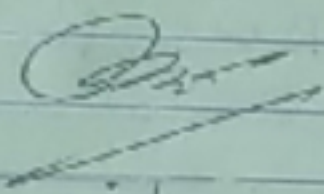
1. Dr. Azad R.P. NS
2. Jayakrishnan P. Asst. professor of Commerce ✓
3. Dr. Sarthash Kumar Valluvelat. (co-ordinator) ✓
4. Peiyalakshmi P.V. ✓
5. Dr. Nicholas K. guy

1. The principal has reported that some urgent infrastructural works are required to be done. This matter has already intimated to the management. For the further pursuance, IQAC team should visit head office. Consequently, it is decided to visit at Changanassery this month itself.
2. Approved a common format for department profiles for restructuring their profile from 2013-14 to 2017-18. The same has to be sent to iqac mail latest by Jan. 21.
3. All departments should submit valid proof for all their claims in print/hard copies to IQAC by Jan. 21.

4. The ICAC members are given charge of the following depts for monitoring the NAAC process and necessary support.

Saulbosh Vallikkatt → Physics, Edn, Oriented Languages.
 Jayakrishnan P → English, Zoology.
 Priyalakshmi PN → Botany, Commerce
 Byudan K → Chemistry, Physics
 Yamma K → Maths, History.

5. A NAAC class on each criteria begins today.
 ICAC members are Resource persons.



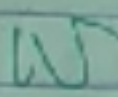
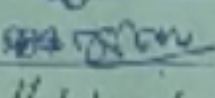
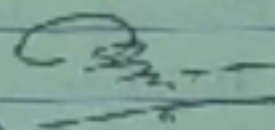
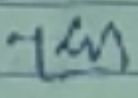
Principal
 NSS College Manjeri

29/01/2019 Tue. - IQAC Meeting
at 1:30 PM

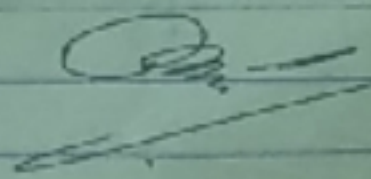
Venue - Seminar hall.

Agenda:

1. Follow up activities
2. SSR preparation.
3. Other matters.

1. Dr. Azad R.P. 
2. Priyalakshmi P.V. 
3. Bijendra K. 
4. Dr. Santhosh Kumar Vallakat 
5. Dr. Yamuna K.M. 

1. Visit to Headquarters postponed
2. Dept. of History is going to be the Research Dept. Inspection team will visit soon. Preparations disensed.
3. The one day work shop in association with qualitative evaluations done by Dr. Gopal Kumar. M. (Asso. prof. in College Tvm) will be on 31st Jan. 2019.
4. Dept. visit by IQAC team should be done shortly to assess the progress of accreditation.

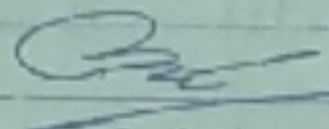


IPAC meeting on 05/02/2019
at 2.30 pm at seminar hall.

Agenda:

1) Data compilation schedule

Attendance

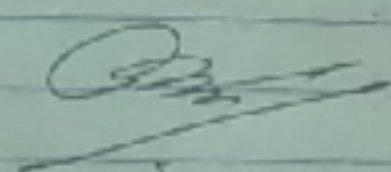
1. Dr. Ajay R. P. 
2. Dr. Santhosh Kumar Vallikkat 
3. Dr. Yamuna K. M. 
4. Priyalekshmi P. V. 
5. Neetha P. C. 
6. Devas R. Prasanna Kumar 
7. Jayakrishna P. 

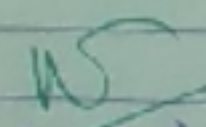
1) Schedule finalised for data compilation from depts.

COM, MAT	11/02, 12/02
ENG, CHE	13/02, 14/02
PHY, ZOO	15/02, 18/02
BOT, HIS	19/02, 20/02
OL, PE	28/02, 28/02

2) Feedback committee is entrusted to collect, analyse and submit the report to the principal with respect to the feedback for the year 2018-19

3) Report from departments are to be collected by Mrs. and in a specified format.




Principal
NSS College Marjer

IPAC Meeting on 11/03/2019 at 1 PM
at Seminar hall.

Agenda.

1. NAAC work progress.
2. Reporting of status.

Attendance

1. Dr. Jyoti R.P. 115
2. Dr. Santhosh Kumar Vallikkal [Signature]
3. Dr. Yamuna K. M. [Signature]
4. Priyalakshmi P.N. [Signature]
5. Neetha P.C. [Signature]
6. Dr. M.R. Prasanna Kumar [Signature]
7. Mani Kulan [Signature]
8. Jayakrishnan P. [Signature]

IPAC Coordinator & NAAC convenor reported the status of accreditation process. Quantitative data was collected from all departments except History Dept. History dept. will complete the process by 12th of this month.

Principal reported that initial amount of ₹ 10 lacs was received from RUSA along with the Bond executed as accepted.

other decisions:-

1. The departmental data will be compiled to SSR format (Soft). This work will be executed and monitored by Dr. Santhosh Vallikkal & Dr. Yamuna K.
2. Data Collection, Budget preparations from office entrusted to Mr. Jayakrishnan & Ms. Priyalakshmi.

3. PLMs are to be drafted with the assistance from Dept. of English. The criteria wise charge is given as follows. It is expected to be completed by 23rd of this month.

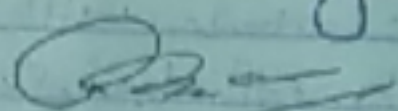
1. Curricular Aspects.
2. Teaching, Learning & Evaluation - Mr. Priyabhishti
3. Research, Innovation & Extension - Dr. Yamuna
4. Infrastructure & Learning Resources - Dr. Bijudas
5. Student Support & Progression - Dr. Pravarakumar
6. Governance, Leadership & Management - Mr. Jayakrishna
7. Institutional Values & Best Practices - Ms. Neetha P.C

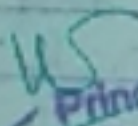
4. Report from department for the current year to be collected by 19th March and files are to be made ready by 31st March.

5. It is decided to avail the service of an external data entry operator (appointed on adhoc basis). The office superintendent / c is entrusted to do the needful in this regard.

6. The vouchers of expenditure for various nmc activities incurred upto this date approved and sanctioned for payment.

7. Hereafter, promotion applications are to be routed through ICAC (of teaching staff.)




Principal
NSS College Marjori

IQAC Meeting on 29/03/2019 at
11.30 AM. at Seminar hall.

Agenda.

- 1) IQAC progress
- 2) current year reports
- 3) merit day

Attendance.

1. Dr. Ajai R.P ✓
2. Dr. M.R. Prasanna Kumar ✓
3. Jayakrishnan.P ✓
4. Neeles P.C ✓
5. Periyalakshmi.P.N ✓
6. Dr. Yamuna K.M. ✓
7. Santhosh Vellakkat ✓

1. SSR Data entry verification by depts. is going on. Scanning of documents progressing. All IQAC activities are expected to complete by April 20. QLM drafting are progressing, expected to be completed by April 20.
2. SSS due from History & Eng. departments. The respective HoDs will be reminded the matter.
3. Soft copy of current year reports are due from some departments. They are reminded the matter.
4. Merit day will be conducted on 29th at 1.30 PM awarding toppers and holders of remarkable progress in labs/sports and other events.