

05-08-2021



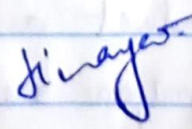
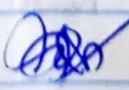
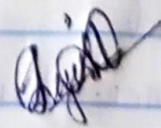
A meeting of the newly constituted JCAAC is scheduled at 10.30 AM on 05/08/21 at the Seminar hall. All are requested to attend the meeting.

Agenda.

1. Collection of all files and data.
2. Selection of criteria wise conveners.
3. Academic calendar
4. Action plan.
5. Discussion on LMS.
6. Add on / certificate programmes / courses.
7. Appointment of Department NAAC co-ordinators.
8. Publication of a multidisciplinary book with ISBN number annually.
9. International Science archive.
10. Preparation and submission of APAR.

~~Dr. Bijudas K~~
 Dr. Bijudas K
 Co-ordinator, JCAAC.

Dr. Valtavika Vijayakumar,
 Principal.

1. Dr. Sandhya M. Unnikrishnan. 
2. Dr. Seenu Devi. 
3. Dr. Vinaya Bhaskaran. 
4. Ms. Priyalakshmi P.N.
5. Dr. Yamuna K.M.
6. Dr. Sudheesh P. 
7. Dr. Rajesh Kumar T. 

Decisions

1. Newly constituted IQAC has congratulated former IQAC co-ordinator and members including NAAC co-ordinator for their exemplary performance on achieving B+ grade with CGPA 2.60 in March 2021.
2. Following members were selected as criteria convenors.
 1. Curricular Aspects :- Dr. Sudheesh P.
 2. Teaching, Learning & Evaluation :- Dr. Yamuna K.M & Ms. Prayalokshmi P.N.
 3. Research, Innovations & Extensions :- Dr. Rajesh Kumar T.
 4. Infrastructure & Learning Resources :- Dr. Sandhya M. Umikrishnan
 5. Student Support & Progression :- Dr. Vinaya Bhaskaran.
 6. Governance, Leadership & Management :- Dr. Seema Devi & Shri. Sycendran.
 7. Institutional Values & Best Practices :- Member to be nominated in place of Dr. Santhosh Vallikkad.

All the convenors are requested to form a committee with other teachers for the smooth functioning of each criterion.
3. Decided to prepare an Academic calendar and Action plan.
4. Decided to include a Senior teacher in place of Dr. Santhosh Vallikkad in IQAC.
5. Principal has suggested about the implementation of LMS and decided to discuss it in the staff meeting.
6. Decided to collect criteria wise reports from all departments in a semester wise manner.
7. IQAC is ready to conduct a webinar on promotion, Revision and other service related matters which can be finalised in council / staff meeting.
8. Department of Commerce has handed over a request for MOU with Hedge school.
9. Department of Commerce has handed over the Regulations

Syllabus for the certificate course on "Intellectual Property Rights" to be introduced in the academic year 2021-22. ICAC has consulted Head and Faculty of Commerce in this regard.

10. ICAC requests all departments to plan on starting new add on / certificate courses in their respective departments.
11. DLMC convenor should act as Department co-ordinator for NAAC.
12. All teachers should submit ~~APAR~~ APAR based on their promotion date annually to ICAC and keep it for compilation after getting attestation by Principal within a month.
13. Research Committee is entrusted to collect all publications of faculty and students yearly to publish it as a book. Title for it is invited from all faculty.
14. ICAC ~~and~~ entrusts Research Committee to study the publication of a multidisciplinary book with ISSN number and DOI number to each chapter among from faculty and from other colleges. Title of the book is to be decided.
15. Research Committee will study the feasibility of conducting an International Science Conclave comprising Physics, Chemistry, Zoology and Botany.
16. Numbered NAAC files with different colours for each criterion will be provided to all departments if funding is available.
17. All departments are encouraged to conduct Seminars every year giving special thrust to JPR.
18. Individual files of all faculty will be kept in ICAC and request all to submit a copy of their all academic activities copy both in soft and hard form to ICAC.
19. Student member of ICAC will be selected from I Pa students after admission process.

20. Decided to include an expert in JCAAC from neighboring community.
21. JCAAC has recommended Principal to form a Service Cell for helping all faculty in their salary, promotion and other service related issues.
22. Uniform template for Annual report, self appraisal and Department profile will be prepared by JCAAC and will be distributed.
23. Website committee is entrusted to update website and to incorporate all information regularly.
24. JCAAC request all faculty to publish at least one research article in an year in UAC approved journals and also to publish a book chapter. JCAAC and Research committee will support in this matter.
25. JCAAC will be reconstituted after two years for helping others to get involvement and to bring new ideas.
26. Merit-day has to be conducted in a grand fashion every year to facilitate faculty and students.
27. All members have to register in VIDWAN portal so as to enable college to do UGRAS registration.
28. All faculty are requested to use JNFLENET regularly.
29. Conclave convenors have to start functioning based on the above decisions as early as possible.

AMM

Dr. Bijindas K.
Co-ordinator.

Dr. Valtavila Vijaya Kumar
Principal.

1 Dr. Sandhya M Unnikrishnan. ~~SM~~

2 Dr. Seema Devi ~~S~~

3 Dr. Vinaya Bhaskaran. ~~vinaya~~

4 Ms. Priyalakshmi PN

5 Dr. Yamuna K M

6 Dr. Sudheesh P. ~~SDP~~

7 Dr. Rajesh Kumar T ~~RKT~~

Co Ordinator
Internal Quality Assurance Cell
(IQAC)
NSS College - Kollam

MINUTES

A meeting of IQAC was held on 25/10/2021, 1:30 pm, at IQAC office. The following decisions were taken.

1. Five-year action plan formulated and decided to propose to the college council for approval.
2. Action plan for the academic year 2021-21 was formulated and decided to seek approval from the college council.

3. Criteria Committee reconstituted as follows.

C I Curricular aspects - Dr. Sudheesh P.

C II Teaching, Learning and Evaluation

- Dr. Vinaya B. and Priyalakshmi P.

C III - Dr. Rajesh Kumar T.

C IV - Dr. Sandhya M. Unnikrishnan

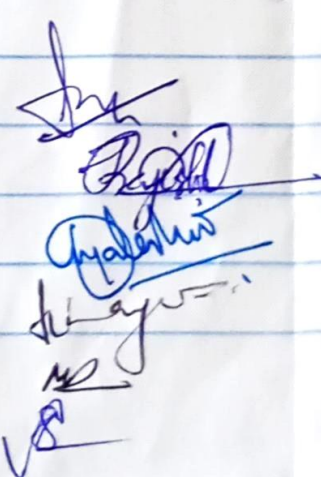
C V - Ms. Neetha P.C.

C VI - Mr. Sajeendran P.P.

C VII - Dr. Yamuna K.M.

4. Decided to request for a meeting with the management to discuss the infrastructure requirements.

1. Dr. S. Vijayakumar
2. Dr. Yamuna K.M.
3. Dr. Sudheesh P.
4. Sabena. P
5. Dr. Sandhya M. Unnikrishnan
6. Dr. Rajesh Kumar, T
7. Priyalakshmi, P.
8. Vinaya Bhaskaran
9. Neetha. P.C
10. Dr. Seema Devi



 Vinaya B.

 Priyalakshmi P.

 Rajesh Kumar T.

 Sandhya M. Unnikrishnan

 Neetha P.C.

 Sajeendran P.P.

 Yamuna K.M.

MINUTES

A meeting of the IQAC was held on 17/10/2021 at IQAC office and the following decisions were made.

1. To collect data for AQAR 2020-21 in MS word files. Member responsible for each criterion will prepare the template file and will consolidate the data from each department after receipt.

2. A proposal was prepared, to submit to the Principal. 24 items were included.

3. Status updation ~~for~~ on action plan: Action plan was submit approved by college council on . Department heads were ~~to~~ and committee conveners were informed about the action plan and were requested to plan the activities accordingly.

1. Dr. Yamuna K.M.

2. Neetha P.C.

3. Dr. Sandhya M. Unnikrishnan

4. Dr. Vinaya Bhaskaran

5. Dr. Seema Devi R.

6. Dr. Sudhesh P.

7. Dr. Rajesh Kumar T.

8. Pnyalakshmi P.V.

MINUTES

A meeting of the IAAC was held on 10/01/22. The following was the brief.

1. Status of AQAR data collection : All departments have submitted the filled-in AQAR data form. Supporting documents from some departments are found missing. Consolidation of data has already been completed.

2. Data uploading to be started as soon as possible.

1. Neetha P.C.

2. Dr. Sandhya M. Unnikrishnan

3. Priyalakshmi P.V.

4. Dr. Seema Devi R.

5. Dr. Rajesh Kumar T.

6. Dr. Vinaya Bhaskaran

7. Dr. Snelheesh P.

8. Dr. Yamuna K.M.

MINUTES

A meeting of the IQAC was held on 22/02/22, the following were discussed.

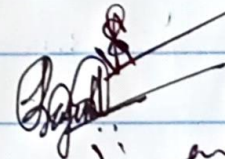
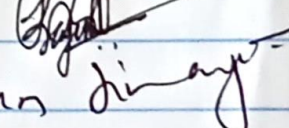
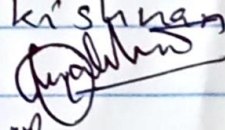
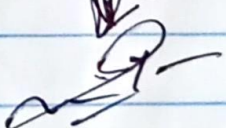
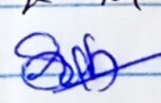
1. Congratulated NIRF and AISHE committees for successful submission of the data.
2. AQAR 2020-21 submission is in progress.
3. Action taken and Achievement status of Action plan 2021-22 was analysed. It was found that more than 50% of the plan was addressed already and most of the rest to be addressed in the upcoming days.
4. Decided to communicate the annual action plan status with the principal.

1. Neetha P.C.
2. Priyalakshmi P.N.
3. Dr. Sandhya M. Unnikrishnan
4. Dr. Vinaya Bhaskaran Jirayer
5. Dr. Seema Devi R.
6. Dr. Sudheesh P.
7. Dr. Rajesh Kumar T.
8. Dr. Yamuna K.M.

MINUTES

A meeting of the IQAC was held on 17/03/22 at 1:00 pm. The following were decided.

1. To ~~present~~ acknowledge the financial support that was received from the management, in the meeting with the Education's Secretary.
2. To present requirements for this academic year and for near future.
 - ① Transportation facility
 - ② Hostel facility
 - ③ Additional teaching staff at the required departments.
 - ④ Additional non-teaching staff, for the more efficient functioning of administrative wing.

1. Dr. Seema Devi R.
2. Dr. Rajesh Kumar T. 
3. Dr. Vinaya Bhasakaran 
4. Dr. Sandhya M. Unnikrishnan
5. Priyalakshmi P.V. 
6. Neetha P.C.
7. Dr. Yamuna K.M. 
8. Dr. Sudbeesh P. 
- 9.

Minutes

A meeting of the IQAC was held on 3/5/22 at the IQAC office and the following decisions were taken.

1. To circulate notice (e-mail) to all the department heads in connection with data collection for academic year 2021-22.
2. To final submit AQAR 2020-21 at the earliest.
3. To do the needful so that work diary can be distributed in the early June.
4. To organise IQAC workshop meeting in the end of May to design action plan for 2021-22.
5. To organise FDP on OBED Research methodology in May.



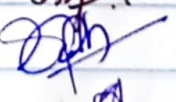

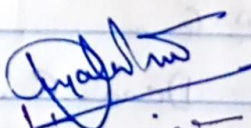
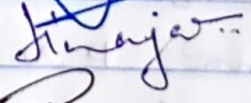
1. Neelha P.C. ✓
2. Dr. Sandhya Unnikrishnan
3. Dr. Sudhesh P. ✓
4. Dr. Seema Devi R. ✓
5. Dr. Rajesh Kumar T.
6. Priyadevshmi P.N.
7. Dr. Vinaya Bhaskaran
8. Dr. Yamuna K.M.

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Minutes

An online meeting of the IQAC was held on 28/5/2022 at 10:00 am, via Google Meet platform. The following decisions were made.

1. Acknowledged the Principal for support received during 2021-22 Academic year.
2. Act's plan was formulated and finalised, for 2022-23.
3. Decided to extend the date for submission of NAAC files and other reports of 2021-22, to June 15th.

1. Neetha P.C. 
2. Dr. Rajesh Kumar. T 
3. Dr. Suchneesh P. 
4. Dr. Seema Devi R. 
- 5.
6. Priyalakshmi. P. N. 
7. Dr. Vinaya Bhaskaran 
8. Dr. Yamuna K.M. 