



**Date: 01-07-2022**

## **IQAC MEETING HELD ON 06-06-2022 – ACTION TAKEN REPORT**

- 1.1 Noted. All the staff members were well informed of the importance of the days of NAAC peer team visit that is due probably in the month of August 2022. All the teaching and non-teaching members were requested to do proper preparation on their part to attend the visit.
- 1.2 Noted. All HODs were informed and guided to complete the criteria files and other documents such registers, academic details, student records, faculty files etc in their respective department.
- 1.3 Noted. As a part of the department preparation for NAAC visit, each department is expected to display some exhibits (prepared by students) in the area of the concerned discipline to make the response to the visit more impressive.
- 1.4 Noted. 1.4 The department of Physics started this academic year an incubation centre for training the students on assembling LED bulbs. The other departments are requested to explore the possibility of new ventures like this. Request given to include this agenda in the next college council.
- 1.5 Noted. Various committees for reception, transportation, programme, refreshment, IT & office work, and cultural activity formed.
- 2.1 Noted. The various points mentioned in the outlines of strategic plan 2022-27 were discussed in a separate meeting of council members. Vice principal, Rev Dr Joseph Olikkalkoonal formed some committees for submitting the feasibility report on each item.
- 3.1 Noted. For change of Time Table to include certificate courses / Remedial classes, IQAC Placed the proposal in next College council for making a decision
- 3.2 Noted. The proposal was placed before the management and expecting it be

implemented this academic year itself. Management initiated to convert more classrooms ICT enabled by utilising the PTA fund.

- 3.3 Noted. The Proposal by the management on the discussion of starting new programmes in the year 2022-23.
- 3.4 Regarding the initiation of starting new programmes in the college, Management have a different perception of starting a new college to include more job-oriented programmes, as the existing campus can not be expanded further.
- 3.5 Noted. The proposed awareness programme will be included in the induction programme. Mr Josen Jose, Office superintendent is designated for the same.
- 3.6 Noted. The list of various committees will be finalised in the next college council and the tasks will be entrusted to the respective coordinators for further action.

Prof T K Rajan  
Coordinator, IQAC

