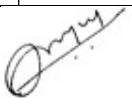

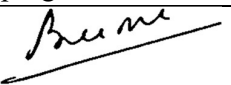


SUMMARY OF THE IQAC MINUTES & ACTION TAKEN REPORT

DURING THE ACADEMIC YEAR 2018-19

Sl.No.	Date	Agenda	Action Taken
1	11/06/2018	RUSA Detailed Project Report	Detailed project Report is submitted on 18/06/18
2	22/06/2018	DST- FIST Project	Meetings of Science Departments were conducted and project report is finalised and Submitted under the leadership of Dr. B. Beena, Associate Professor, Department of Chemistry.
3	12/7/2018	Value added course	Initiatives were taken to conduct Value added course by other departments in addition to PG Departments
4	23/07/2018	Discussion on the new template of AQAR	Since the NAAC launched the Revised Accreditation Framework from July, 2017 the AQAR format was also modified accordingly. The SSR format was also based only on the new format. Hence data collection had to be done taking into account the new format. It was decided to study the new formats of AQAR and prepare templates for data collection.
5	27/07/18	Website renovation	The template prepared as per the decision in the previous meeting for data collection was discussed in detail. The IQAC Coordinator explained the necessity of a functional website for the online submission of AQAR. Dr. Sreegith T. G. Assistant Professor, Department of Sanskrit, Coordinator of the Website Committee was entrusted with the charge of the renovation of website.
6	4/9/2018	IQAC Initiated Induction Programme	It was decided to organize an Induction Programme as in previous year for first semester students (2018-20 batch). The student representatives were recruited to the IQAC Pool under the monitoring of Smt. Renusree S and Smt. Sreelekshmi H.G. (Core and Steering committee Members- Criteria 2)
7	25/9/2018	IQAC Student Pool Meeting	The first meeting of the IQAC Student Pool meeting was conducted. 15 student representatives, the IQAC Coordinator, the Joint Coordinator and Student pool Coordinators participated

8	11/10 /2018	1. Bodhi Seminar 2. SastraJalakam	It was decided to organize the Bodhi National Seminar series during Feb 2019 and Sri. Reji P. K. Head, Department of Chemistry was nominated as the Convener of the programme by the College Council. It was also decided to conduct "Sastra Jalakam" a 3-day residential programme for 9 th Standard students of the Kollam District in collaboration with State Institute of Educational Technology, Kerala (SIET Kerala) on 26/10/ 2018 to 28/10/2018. Dr. Rathika G. Nath was the coordinator of the programme.
9	12/11/2018	Woman Empowerment Programme	Seminar on women empowerment was conducted under the auspices of the Women's Cell of the college.
11	03/01/2019	Sasthrapadham Residential Programme	A 3-day residential programme for Plus one Students was organized in association with the Sarva Shiksha Abhiyan, Ministry of Education during 26/01/19 -28/01/19. Dr. Rathika G. Nath was the coordinator.
12	22/02/2019	Website renovation	Dr. Sreegith T. G. intimated that the change in institutional name posed problems in getting a domain name. Communication regarding this with the UGC was in progress.
 IQAC Co-Ordinator			 Principal in charge

Members:

Smt. Sreelakshmi H. G

Smt. RenuSree S

Sri. Aathman A. V.

Dr. Madhu T.

Dr. Preetha G. Prasad

Sri. Sreejith A

Smt. Dhanya S. R

Lisa Pavithran










Dr. Susmi Sabu
Dr. Sreegith T. G.
Dr. Suma N. D
DR. Meera A. P










Principal -in- Charge