



Accredited (Third Cycle) with a CGPA of 3.72 on Four Point Scale at A Grade in 2014 NAAC

IQAC MINUTES AND ACTIONS TAKEN REPORT 2014-15

SN.	Page no (In IQAC Minutes book)	DATE	Agenda	Action/Decision Taken
1	74	8/6/2014	<ul style="list-style-type: none">Criteria wise reviewReview – SSR writingPerspective plan 2020Nomination of MrS.Sreenivasan IAS (Retd.)	<ul style="list-style-type: none">Members provided suggestions and modifications to be effected on the SSR draftA concrete time frame was also worked out for the fine tuning & finalization of the report. Instructed the coordinator to proceed with perspective plan 2020The council welcomed the suggestion to nominate Mr S Sreenivasan
2	76	16/7/2014	<ul style="list-style-type: none">Course planTeaching moduleInitial discussion on NAACvisitJob seekers Programme	<ul style="list-style-type: none">Decided about the changes that needs to be brought in during the preparation of these documentsAby Tellas will be in charge of facilitating the moodle processDr Sonny Jose will be in charge of the job seekers programme
3	80	10/8/2014	<ul style="list-style-type: none">Conduct of feedback systemPTA meetingIdentifying slow learnersPeer team visit	<ul style="list-style-type: none">Decided to facilitate the peer learning programme between the slow learners and advanced learnersOrganize department wise PTA MeetingsIQAC coordinator entrusted with the responsibility of constituting the various committees for the peer team visit.
4	82	18/9/2014	<ul style="list-style-type: none">Admission and induction of the new batchBridge courseStaff picnicNAAC visit planningImproving proficiency in English	<ul style="list-style-type: none">Inputs as to the topics and ways of conducting the bridge course were discussed.English learning programmes to commence after the NAAC peer team visit.Staff picnic scheduled on OctoberThe draft of the perspective plan 2020 discussed
5	84	28/10/2014	<ul style="list-style-type: none">NAAC visit	<ul style="list-style-type: none">Reviewed preparations up to this point

6	86	24/11/2014	<ul style="list-style-type: none"> • NAAC visit preparations • Review of quality enhancement programmes • Committee's division of labor 	<ul style="list-style-type: none"> • Schedule for the NAAC peer team visit prepared. • Duties assigned to the various committees during the peer team visit
7	88	8/12/2014	<ul style="list-style-type: none"> • Evaluation of the peer team visit • Continuation and maintenance of the quality enhancement programme • Appointment of an assistant IQAC coordinator 	<ul style="list-style-type: none"> • Observations shared regarding the peer team visit. • Suggestions and ideas to upkeep and enhance the quality regarding various aspects were discussed.
8	90	7/1/2015	<ul style="list-style-type: none"> • Developing system for documentation • Propose awards for students • Propose jubilee membership lecture 	<ul style="list-style-type: none"> • A 3-tier process of documentation was proposed • 3 names shortlisted for the jubilee memorial lecture • Decided to hold a post accreditation joint meeting of the advisory council, IQAC, Alumni and PTA executive • The following awards were instituted instead of the 'best outgoing student award' <ol style="list-style-type: none"> 1. Award for innovation 2. Award for campus contribution 3. Award for student accomplishment
9	93	3/3/2015	<ul style="list-style-type: none"> • Student awards • Jubilee membership lecture 	<ul style="list-style-type: none"> • A committee comprising of Dr Sunil Kumar, Dr Angelo and Dr Antony was asked to finalize the format and procedure for the selection of awards • It was decided to conduct Jubilee memorial lecture series and joint meeting on the same date (March 13,2015)

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