

IQAC- SREE KERALA VARMA COLLEGE, THRISSUR

Minutes of the IQAC core members' meeting held at Principal's chamber on
11/06/2021 at 2.30 PM

Agenda:

1. NIRF
2. Other IQAC related matters

Presence:

1. Mr.Narayana Menon
2. Dr. Sudheendran K
3. Dr. Jayanisha K
4. Dr. Bipin G
5. Dr. T. D. Simon
6. Dr. Aiswarya S Babu
7. Mr. Pramod P
8. Dr. Raj Sankar C

Decisions of the meeting:

1. Decided to inform respective department heads to designate a teacher to coordinate the collection and documentation of IQAC related data.
2. To facilitate the easy access of the data for AQAR, NIRF, etc. individuals and departments should update their respective data on a monthly basis to the database.
3. The meeting congratulated the members for successful updation of NIRF data.
4. IQAC requested that the updated college website and the data procured for the website may be shared in the deQ database and vice-versa for avoiding duplication of data.
5. The next meeting is scheduled for 2 August 2021.

Action taken report:

1. IQAC congratulated the departments and committees for the interest they have taken in speeding up the process of data updation for AQAR.
2. NIRF report has been submitted successfully.

IQAC- SREE KERALA VARMA COLLEGE, THRISSUR

Minutes of the IQAC core members' meeting held at Principal's chamber on
2/08/2021 at 2.30 PM

Agenda:

1. Facilities of IQAC room
2. Data collection
3. Other IQAC related matters

Presence:

1. Mr.Narayana Menon
2. Dr. Sudheendran K
3. Dr. Jayanisha K
4. Dr. Bipin G
5. Dr. T. D. Simon
6. Dr. Aiswarya S Babu
7. Mr. Pramod P
8. Dr. Raj Sankar C

Decisions of the meeting:

1. Cells and Committees may update their activities periodically in the database.
2. The data entered in the website may please be forwarded to IQAC as well for updation and filing.
3. Reports of programmes conducted with supporting documents may be uploaded in the database by the person in charge while forwarding the same for the website and for publication to ensure timely updation and filing of the data in the database.
4. A request to increase the power back up and data speed of the IQAC room to be forwarded to the management to ensure smoother functioning.
5. Departments have been asked to envision and plan programmes to commemorate the diamond jubilee of the college in the coming year.
6. The next meeting is scheduled for 8 November: 2021.

Action taken report:

1. IQAC expressed satisfaction over the progress of data collection and updation of individuals and departments.
2. Meeting of department representatives was held to enlighten them about the AQAR process and to seek their continued help and support for the functioning of IQAC.

IQAC- SREE KERALA VARMA COLLEGE, THRISSUR

Minutes of the IQAC core members' meeting held at Principal's chamber on
09/11/2021 at 3.30 PM

Agenda:

1. Activities of Cells and Committees including Alumni
2. Other IQAC related matters

Presence:

1. Mr.Narayana Menon
2. Dr. Sudheendran K
3. Dr. Jayanisha K
4. Dr. Bipin G
5. Dr. T. D. Simon
6. Dr. Aiswarya S Babu
7. Mr. Pramod P
8. Dr. Raj Sankar C

Decisions of the meeting:

1. IQAC reviewed the activities and documentation regarding Cells and Committees and suggested that more collaborative events with the support of stakeholders may be conducted periodically.
2. In view of the 75th anniversary of the college, Departments may be asked to revive and strengthen their respective alumni bodies and plan events and workshops for students.
3. In view of the threat of the pandemic and efforts to overcome it, IQAC asked the institution to upgrade the amenities of the college further to make possible a hybrid learning atmosphere.
4. The next meeting is scheduled for 2 February 2021.

Action taken report:

1. IQAC expressed satisfaction over the documentation process of cells and committees and congratulated the respective staffs in charge for their commendable effort.
2. The IQAC thanked the institution for upgrading the IQAC room and for the understanding for sharing of data collected by the Website team.

IQAC- SREE KERALA VARMA COLLEGE, THRISSUR

Minutes of the IQAC core members' meeting held at Principal's chamber on
02/02/2022 at 2.30 PM

Agenda:

1. Activities for a post pandemic era
2. New NAAC guidelines
3. Other IQAC related matters

Presence:

1. Mr.Narayana Menon
2. Dr. Sudheendran K
3. Dr. Jayanisha K
4. Dr. Bipin G
5. Dr. T. D. Simon
6. Dr. Aiswarya S Babu
7. Mr. Pramod P
8. Dr. Raj Sankar C

Decisions of the meeting:

1. Dr. Jayanisha K. And Dr.Aiswarya S.Babu explained the updated NAAC guidelines and the changes in qualitative and qualitative parameters as conveyed in the coordinators' meeting (online) organised by NAAC.
2. The committee decided to organise a meeting of all stakeholders and to enlighten them about the updated guidelines.
3. The committee will devote the next couple of months to update existing documentation to correspond to new guidelines and to liaison with stakeholders to make the transition easy for them as well.
4. The next meeting is scheduled for 25 May 2022.

Action taken report:

1. IQAC congratulated the college for the upgrading of student amenities to suit a post pandemic era.
2. The IQAC expressed its satisfaction over the plans envisioned by the departments for the diamond jubilee year of the college and extended its support for the same.

IQAC- SREE KERALA VARMA COLLEGE, THRISSUR

Minutes of the IQAC core members' meeting held at Principal's chamber on
25/05/2022 at 10.30 AM

Agenda:

1. Induction and similar programmes for a post pandemic learners
2. Programmes for the Diamond Jubilee year
3. Other IQAC related matters

Presence:

1. Mr.Narayana Menon
2. Dr. Sudheendran K
3. Dr. Jayanisha K
4. Dr. Bipin G
5. Dr. T. D. Simon
6. Dr. Aiswarya S Babu
7. Mr. Pramod P
8. Dr. Raj Sankar C

Decisions of the meeting:

1. The IQQAc decided to conduct a bridge course for newly admitted learner's from the next academic year onwards.
2. The committee decided to float the idea of induction programmes to be organised by the respective departments for the coming academic year.
3. The committee decided to extend its whole hearts support for the Diamond Jubilee celebrations of the institution and to suggest that the gaps in the documentation of 75 years may be addressed and repaired with the help of the alumni as a project for the Diamond Jubilee year.
4. Departments may be asked to conduct workshops and seminars to celebrate the Diamond Jubilee year, with special focus on collaborative programmes with neighbouring institutions, alumni and local authorities to improve public perception ad to give back to society.
5. The next meeting is scheduled for 5 June 2022.

Action taken report:

1. Meeting of all stakeholders were conducted to enlighten them on the updated NAAC guidelines.
2. IQAC commended the efforts of the institution in reviving and strengthening alumni bodies and the latter for the support they are extending to the institution and for their efforts in documenting the same.