Minutes of IQAC meeting held on 07/08/2023

Agenda

- 1. Confirmation of minutes held on 01/06/2023 and action taken report
- 2. Discussion on Departmental Programmes
- 3. Finalization of Certificate Courses
- 4. Other important matters for the academic year

Members Present

- 1. Dr. Sudhakaran K.M
- 2. Dr. Resmi R
- 3. Dr. Manusankar C
- 4. Dr. Poornima R
- 5. Anup Jain M.J
- 6. Dr. Anoop V
- 7. Dr. Suchitra A
- 8. Ambili M.S 6
- 9. Dr. Sreekala S Sharma 🍌

10. Lijo Johny 💭

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Discussion and Resolutions

- The minutes of the previous meeting held on 01/06/2023 were presented and reviewed.
- The meeting reviewed the proposed programmes to be organized submitted by various departments for the academic year and it was decided that the departments would finalize their programmes and submit them for approval within one week.
- The concerned departments were asked to prepare detailed curriculum outlines for the certificate courses to be offered.
- The meeting concluded with IQAC coordinator's vote of thanks.

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Minutes of IQAC meeting held on 10/10/2023

Agenda

- 1. Confirmation of minutes held on 07/08/2023 and action taken report
- 2. Discussion on extension activities to be conducted by departments
- 3. IIQA submission and SSR preparation
- 4. Other important matters for the academic year

Members Present

- 1. Dr. Sudhakaran K.M
- 2. Dr. Resmi R
- 3. Dr. Manusankar C
- 4. Dr. Poornima R
- 5. Anup Jain M.J
- 6. Dr. Anoop V
- 7. Dr. Suchitra A
- 8. Ambili M.S
- 9. Dr. Sreekala S Sharma
- 10. Lijo Johny d

Discussion and Resolutions

- The minutes of the previous meeting held on 07/08/2023 were presented and reviewed.
- The meeting discussed the progress of preparing the Self-Study Report (SSR) for accreditation purposes. Updates were provided on the completion of various sections and the compilation of necessary documentation. It was emphasized that all departments should actively contribute to the SSR preparation process and ensure compliance with accreditation standards. A timeline was established for the completion of pending tasks, with regular progress reviews scheduled in the coming weeks.

Agenda

- 1. Confirmation of minutes held on 10/10/2024 and action taken report
- 3. SSR submission
- 4. Other important matters for the academic year

Members Present



Discussion and Resolutions

- The minutes of the previous meeting held on 10/10/2023 were presented and reviewed.
- The primary agenda item of the meeting was the submission of the Self-Study Report (SSR) for accreditation purposes on the due date 18/01/202⁴ The meeting in presence of Manager discussed the remaining tasks and outlined the next steps towards completing the SSR on stipulated time. Timeline was fixed for submitting the document preparation for finalising SSR submission.

The meeting concluded with IQAC coordinator's vote of thanks.

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- The meeting discussed regarding the plans of conducting extension activity in association with NSS and ward development committee, Mazhuvannoor regarding the planting of trees in college areas.
- The meeting discussed the need for improving collaborative activities.
- The meeting concluded with IQAC coordinator's vote of thanks.



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