

Minutes of the Internal Quality Assurance Cell meeting held on 03.10.2018

The meeting was held on 03.10.2018 in the Principal's chamber of Nehru Arts and Science College Kanhangad at 03.30 pm.

Agenda

1. Minutes of the last meeting
2. Action taken report
3. AQAR 2017-18 report
4. Quality initiatives
5. Other matters

Members present

1. Dr. T. Vijayan, Principal (Chairman)
2. Dr. K.V. Murali, Asst. Professor in charge of HoD of Physics (Co-ordinator)
3. Dr. K. Vijayaraghavan, Manager
4. Dr. K.S. Sureshkumar, Associate Professor and HoD of History
5. T.V. Sathyan, Junior Lecturer in Physics
6. Dr. Dinesh T., Asst. Professor in charge of HoD of Mathematics
7. Anjali Nair M.K., Asst. Professor of English
8. V. Vijayakumar, Asst. Professor of Commerce
9. Dr. A. Mohanan, Asst. Professor of Chemistry
10. Dr. Supriya N.T., Asst. Professor in charge of HoD of Zoology
11. A.V. Mithun, Asst. Professor in charge of HoD of Computer Science
12. V. Vinodkumar, Office Superintendent
13. Muhammed Rafi, Councillor, Nileshwar Municipality
14. Gopalakrishnan P., Vice President, PTA
15. College Union Chairman
16. Raj Kishor, Alumnus, M.Sc. Physics

Dr. T. Vijayan, Principal and the Chairman of the Committee welcomed all members. Dr. K.V. Murali, Co-ordinator of IQAC read out the minutes of the last meeting.

The actions taken in respect of the decisions of the last meeting of 20.06.2018 were reported.

1. A detailed report on the syllabus, course structure and financial burden to the Government for starting new courses was submitted to the Government through the Deputy Director of Collegiate Education with the help of the IQAC subcommittee.
2. IQAC in association with the Department of Computer Science and C.K. Nair Computer Centre organized awareness programmes for staff on usage of open source software.
3. The structural work on the ground floor of the academic block and the indoor stadium has been completed.
4. The speed of broadband connection has been enhanced from 10 Mbps to 50 Mbps by subscribing to a connection from Kerala Vision.
5. The activities of Academic Monitoring Committee, Walk With a Scholar and Scholar Support programmes, coaching classes for NET/JAM have been ensured with the cooperation of Alumni, P.T.A. and the college management.

Add-on courses are being conducted regularly for students in and outside the institution. Students of Dr. Ambedkar Arts and Science College, Periyar utilized the facility.



7. A committee with Co-ordinator of IQAC as Convenor is formed and initial works have been completed regarding filling up of vacancies of teaching and non teaching staff.
8. The Department HoDs, Co-ordinators/Officer in charge of Clubs/Committees have been instructed to submit the soft copies of documents related to activities to iqacnasc@gmail.com. Official Whatsapp group NASC is utilized for giving real time communication.
9. The Departments have been instructed to collaborate with premier institutes for content enrichment and research activities at all levels. The Department of Physics has collaborated with S.N. College, Kannur for academic and research co-operation.
10. The NSS, NCC and various clubs are conducting activities to promote social responsibility, community engagement and discipline. The Biodiversity Club has planted more saplings in the artificial forest of the campus.
11. The Kerala Sports Council and the college have appointed trainers and coaches for the promotion of sports and games activities. The Fine Arts Advisor has agreed to appoint special trainers for various items of Fine Arts Festival.
12. The guidelines for NIRF ranking have been studied and data collection has been completed for registration.
13. Departmental Quality Assurance Cells have been formed.
14. In response to the request from the departments, the College Management and PTA are co-operating financially for the conduct of seminars and conferences as in previous years.
15. Necessary instructions and information on fund availability from different funding agencies like UGC, KSCSTE and DBT for organizing programmes are being communicated to departments through the official whatsapp group 'NASC'.
16. Familiarization programmes to the staff on Revised Accreditation Framework and quality parameters of NAAC have been conducted by IQAC.
17. E-learning Club is formed for promoting e-learning.
18. The draft AQAR for 2017-18 is ready for submission.

Decisions taken

1. Decided to take initiative for the implementation of usage of open source software – OS and application software – in the programmes offered in University Departments and affiliated colleges under Kannur University.
2. Decided to give training to the Board members for the restructuring of UG curriculum and syllabi into an outcome based curriculum and syllabi through the Boards of Studies of Kannur University.
3. Decided to participate in the Adalath at the Government and University level for the filling up of vacancies of teaching and non teaching staff.
4. Decided to provide a platform for secondary and senior secondary school students to get acquainted with the advancements in Science, in collaboration with the Institute of Educational Technology (SIET), Government of Kerala and Samagra Shiksha Kerala (SSK).
5. Approved the final AQAR for the year 2017-18 and entrusted the Co-ordinator to upload the same within the stipulated time.



Dr. MURALI K.V.
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