

NOTICE

17/03/2015

A meeting of the IQAC will be held on 20/03/2015 at 2.30 PM in the conference hall. All members and HODs are requested to attend the meeting.

S. N. K. M.
17/3/15

Dr. S. Nandakumar
(Convener, IQAC)

K. N. V.

Dr. K. N. Viswanathan Nair
Principal

PRINCIPAL
N.S.S. COLLEGE
PANDALAM

AGENDA:

- ⇒ Review of annual activities
- ⇒ Annual report preparation
- ⇒ Toilet facilities for girl students
- ⇒ Feed back from students
- ⇒ Documentation of dept. activities
- ⇒ Submission of Proposal to avail FIST of DST

1. P. Hari Krishna. *h*

2. Dr. B. Subhash Babu *B*

3. Rama devi. V - *R*

4. Dr. K. G. Padmakumaran Nair *K*

5. Dr. P. K. Sulew *S*

6. Akhil. V *A*

7. Lakshmi Devi Kanyamma. G. *L*

8. Lakshmi. U *L*

9. Raghunath. U. *R*

10. B. Gopal Kumar *B*

11. Dr. G. Prasanna Kumar *G*

MINUTES :

The meeting commenced at 2.45 pm. Dr. K. N. Viswanathan Nair, Principal chaired the meeting. Action taken report was passed by the committee.

Principal and HODs appreciated the initiative towards the enrolment of college in N-LIST college component of the UGC - INFONET Digital Library Consortium, which was done by IQAC and the monitoring process by Dr. Saravankumar, co-ordinator of the same.

All HODs submitted their annual activity report to the IQAC Convener. The committee demanded the interim report, if any, to be submitted before 5th April, 2015.

Regarding the infrastructure development in connection with Girls Toilet, IQAC needed the report from building committee. Sri. P. B. Anil, (Building Committee Convener), Assoc. Professor, Dept. of Political Science reported that Plan & estimate for building construction along with resolution of building committee was sent to UGC on 09/02/2015 for the purpose of release of Ist installment towards the cost of toilet construction. He also reported that Mrs. Sreelatha B., Asst. Exe. Engineer of PWD, Adoor has sanctioned & approved the building plan and estimate, for 18.76 sq. mt. plinth area consisting five toilets for girls. The area proposed for toilet construction is adjacent to present women's rest room and north to PG block of Economics.

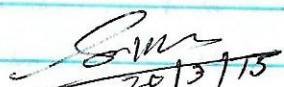
Sri. Ranjith Krishnan K.R. and Sri. Akhil V. (IQAC members) suggested to review the need for boys' toilet too, as part of infrastructure enhancement. The committee decided to study


and kind essential fund source and to generate the same in the beginning of next academic session.

Dr. P.K. Sreekumar (IQAC member) detailed the methodology to be adopted for feedback collection from students at the end of present academic year. The committee decided to formulate the feedback form and distribute the same to all departments and the same will be co-ordinated by Dr. K.G. Padmakumaran Nair & Smt. Jyotsna S. (IQAC members).

IQAC Convener directed all HODs to collect feedback from parents and document the same in tutorial diary during PTA meetings and submit it to the committee for further analysis. The documentation of all activities are to be filed properly and handover essential files to IQAC for monitoring purpose.

The committee decided to appoint Dr. S. Saravakala, Asst. Professor, Dept. of Physics to prepare and submit a proposal to the FIST scheme of Department of Science & Technology, Govt. of India, as part of Infrastructure enhancement in science departments having PG courses. Heads of departments of Zoology, Botany, Physics and Chemistry were directed to submit the essential data as and when the notification is cited & submit the same to IQAC & Research Forum through co-ordinator.


20/3/15
IQAC CO-ORDINATOR


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