

# **NSS COLLEGE, PANDALAM**

**Pathanamthitta**

**Kerala**

[www.nsscollegepandalam.ac.in](http://www.nsscollegepandalam.ac.in)



## **Internal Quality Assurance Cell**



**Minutes**

**2020 - 2021**

IQAC Meeting - 3-06-2020.

A meeting of the IQAC is scheduled on 03-06-2020 at 2:30 pm in the IQAC room. All are requested to be present.

Agenda.

1. Preparation of Academic Calender (2020-21)
2. Preparation of AQAR for the year (2018-19), (2019-20)
3. Conduct of Hands on Training.
4. Collection of online class details.
5. Conduct of online survey through google forms.
6. Initiative for providing online facilities for the smooth conduct of online classes.
7. Student Feed back.

Attendance

  
 Dr. K. JAYAKUMAR  
 Coordinator, IQAC  
 M.S.S. College  
 Pathanamthitta, Kerala

- Dr. Saranya Kumar. S  
 Dr. K. G. Padmakumaran Alari  
 Dr. Jyothsna. S  
 Dr. Santhosh Kumar. R.  
 Replunath V.  
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## Minutes of the meeting - 03.06.2020

It was decided to take initiative to prepare the academic calendar for the year based on the university academic calendar, by considering the important events (Curricular, co-curricular and extra curricular).

It was also decided to give instructions to all HOD's to prepare department calendar based on the college academic calendar.

IQAC coordinators informed that AQAR for 2018-19 and 2020-21 should be prepared and submitted on time.

The meeting decided to provide hands on training to teachers for the effective conduct of different modes of online teaching and preparation of google forms.

It was suggested that the IQAC members shall render their services for the smooth conduct of examination. All the teaching and non-teaching staff were given instruction regarding examination rule and procedure.

The principal entrusted IQAC to collect online class details from different departments. It is decided to give instruction to all HOD's to collect and ~~consolidate~~ consolidate weekly online class details + submit it to IQAC in time.

As per the discussion from the government and university the principal entrusted IQAC to conduct a survey among the students for getting the details of those students who had no access of facilities to attend the online classes.

It was suggested to provide smart phones to the most needy students by the college as per the survey.

It is resolved to facilitate the college with uninterrupted WIFI network for the effective and smooth conduct of online classes.

It was decided to collect the action plan from all departments.

IQAC decided to take initiative to create interest among the teachers to apply for major/minor projects.

The meeting suggested to schedule the criteria wise presentation during the 3rd week of July.

The meeting decided to collect that the student feedback should be collected at the end of every semester and should be consolidated and submit to IQAC by all departments.

  
 Dr. K. JAYAKUMAR  
 Coordinator, IQAC  
 N.S.S. College, Pandalam  
 Pathanamthittu, Kerala

IQAC Meeting - 02-08-2020

A meeting of the IQAC will be held on 2.08.2020 at 2.30 pm in the IQAC room. All are requested to attend the meeting without fail.

Agenda:

- \* Submission of AQAR by departments.
- \* Conduct of Online programmes by all departments.
- \* conduct of Induction programme for I Degree students.
- \* Result analysis

*Jay*

*Principal*  
N.S.S. College  
Pandalam  
2/8/20

Attendance

Dr. K. JAYAKUMAR  
Coordinator, IQAC  
N.S.S. College, Pandalam  
Pathanamthitta, Kerala

Dr. Saranya Kumari

*[Signature]*

Dr. K.G. Radhakumaran Nair

KEKHA PIKAT

Dr. Jayalaxmi

*[Signature]*

Dr. Santhosh Kumar R.

*[Signature]*

Reghunath V.

*[Signature]*

## Minutes of the meeting - 02.08.2020

The date for criteria wise submission of AQAR details were decided as follows.

Criteria I	- 16.08.2020
Criteria II	- 25.08.2020
Criteria III	- 10.08.2020
Criteria IV	- 05.08.2020
Criteria V	- 21.08.2020
Criteria VI	- 21.08.2020

- ✧ It is decided to encourage all departments to conduct online programmes such as webinars, workshops, quiz programmes, online poster presentations etc.
- ✧ It is resolved to conduct result analysis after the publication of university examination results. It is suggested to provide extra case in case of departments with low percentage of success rate.
- ✧ Initiatives were taken by IQAC with the help of N.S.S and N.C.C to keep the campus clean.
- ✧ It is recommended to distribute study materials to slow learners during the covid 19 pandemic situation.

The meeting suggested to have expert lectures to supplement online teaching.

\* It is decided to conduct induction programme for I Degree Students

\* The principal entrusted IQAC to take measure to reconstitute the various Administrative committees and clubs (College level and C.B.C.S.S)

\* ~~Dr. Padma~~ Dr. Padmakumaran Nair K.G suggested to have an analysis of various clubs and committee.

\* It is decided to give instructions to the faculties to upload their classes on various online platform.

Dr. K. JAYAKUMAR  
Coordinator, IQAC  
N.S.S. College, Pandalam  
Pathanamthitta, Kerala

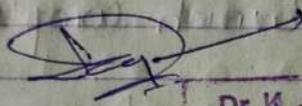
Principal  
N.S.S. College  
Pandalam

IQAC meeting - 03-03-2021

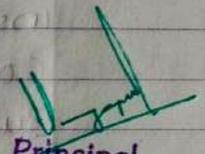
A meeting of the IQAC will be held on 03-03-2021 at 12 pm in the IQAC room. All are requested to attend the meeting.

Agenda.

IQAR Submission



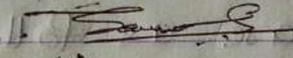
Dr. K. JAYAKUMAR  
Coordinator, IQAC  
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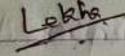


Principal  
N.S.S. College  
Pandalam

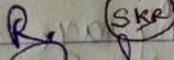
Attendance.

Dr. Padinabunanan Nair R. G.

Dr. Saravana Kumer. S. 

Dr. Lekha Pillai  Lekha

Dr. Jyotene S.

Dr. Santhosh Kumar R.  SKR

Reghuneth V.

Dr. Ranjith Krishnakumar 

Dr. Ranjisha

~~Abstract~~

admitted 1<sup>st</sup> year students was conducted under the guidance of IQAC to familiarize them with the various concepts of I degree programme, etiquettes of the campus etc (24-11-2021-25-11-2021)

IQAC took steps to reconstitute the various administrative committees and clubs (College level + C.B.C) and was ratified in the college council

The activities of all the clubs working at the college were analyzed as per the suggestion of Dr. K. W. Padmakumaran Nair and the bodies were reconstituted on a basis.

The recordings of online classes were uploaded in various online platforms for the convenience of the students as they can access them at any time.

Minutes of the meeting - 08-03-2021

It is resolved to place the AQAR for the years 2018-2019, 2019-2020 before the College Council for approval

  
 DR. K. JAYAKUMAR  
 Coordinator, IQAC  
 N.S.S. College, Pandalam  
 Pathanamthitta, Kerala

  
 Principal  
 N.S.S. College  
 Pandalam

IQAC Meeting - 22-03-2021

A meeting of the IQAC is scheduled on 22-03-2021 at 8:30 pm in the IQAC room. All are requested to be present.

Agenda

1. Review of IQAC activities
2. AQAR uploading.
3. Any other matter.

*[Signature]*

Dr. K. JAYAKUMAR  
Coordinator, IQAC  
N.S.S. College, Pandalam  
Pathanamthitta, Kerala

Principal  
N.S.S. College  
Pandalam

Attendees

1. Dr. K. G. Padmakumaran Nair *[Signature]*
2. Lakshya PILLAI *[Signature]*
3. Dr. Jyothirmai *[Signature]*
4. RANJITH KRISHNAN K.P. *[Signature]*
5. Dr. Santhoshkumar, R. *[Signature]*
6. Dr. Saravanan Kumar. S. *[Signature]*
7. Reghunath. V. *[Signature]*

Action taken report of the IQAC meeting on 3/3/2021.

The Activities of IQAC ~~was~~ reviewed and during the years 2018-2019, 2019-2020 was presented before the College Council on 3/3/2021. The members of the College Council analyzed the reports and the Council unanimously approved to submit the AQAR for the years 2018-2019 and 2019-2020.

Minutes of the meeting - 22/3/2021

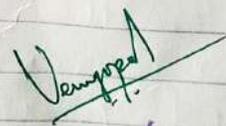
It was resolved to submit the AQAR for the years 2018-2019 and 2019-2020 to NAAC.

It was decided to instruct all faculty members to conduct online classes during vacation for revising important portions.

The efforts taken by the members of NCC, NSS and other clubs during the pandemic was acknowledged by the IQAC.

The meeting concluded at 4:30 pm.





Principal  
N.S.S. College, Pandalam