

NSS COLLEGE, PANDALAM

Pathanamthitta

Kerala

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Internal Quality Assurance Cell



Action Taken Report

2024-25

Action Taken Report of the meeting held on June 4, 2025

The following actions were taken in response to the decisions made during the IQAC meeting held on June 3, 2024:

Departmental Action Plans and Academic Calendar Preparation

As per the instructions given in the meeting, all departments prepared and submitted their respective Action Plans within the stipulated timeframe.

FYUGP Implementation in the Academic Year 2024-2025

In line with the decision taken in the IQAC meeting, the College-Level Academic Committee (CLAC) was formed to oversee the smooth implementation of the Four-Year Undergraduate Programme (FYUGP). Dr. Ranjith Krishnan K.R., from the Department of English, was appointed as the Coordinator of CLAC, and the committee was constituted as per the guidelines set by the University of Kerala. Additionally, directions were issued to all Heads of Departments (HoDs) to form Department-Level Academic Committees (DLACs) to facilitate the effective execution of FYUGP at the departmental level. FYUGP was officially inaugurated in the college on July 1, 2024, and classes commenced as per schedule, marking the successful beginning of the new academic structure.

Data Collection for AQAR 2023-24

The IQAC provided clear guidelines to all departments regarding the collection and submission of AQAR data. Necessary instructions were communicated, and departments have initiated the process to compile the required information for timely submission.

World Environment Day Celebration

In line with the meeting's decision, World Environment Day was successfully observed on June 5, 2024. Apart from the NCC and NSS units taking the lead, many academic departments also conducted plantation drives, awareness sessions, and eco-friendly initiatives, ensuring active student participation.

IIQA Submission for NAAC Reaccreditation in RAF Format

The institution successfully submitted the IIQA on June 25, 2024, within the prescribed deadline. The submission was reviewed and accepted by NAAC, marking a significant step forward in the reaccreditation process. Preparations for the next stages of the assessment are now underway.

International Yoga Day Celebration

As per the directive, International Yoga Day was observed on June 21, 2024. The Department of Physical Education, in collaboration with NSS and NCC, organized a yoga demonstration and awareness session, encouraging student and faculty participation.

NEP Orientation and Sensitization Programme for Faculty

Faculty members were instructed to enrol in the NEP Orientation and Sensitization Programme conducted by the UGC Teacher Education Centres. While some faculty members have successfully completed the programme, efforts are being made to ensure that the remaining members complete the training within the stipulated time.

The IQAC will continue to monitor the progress of these initiatives and take necessary follow-up actions to ensure their effective implementation.

Dr. Jyolsna S.
IQAC Coordinator
N.S.S. College, Pandalam

Prof. (Dr). M.G. Sanalkumar
Principal-in-charge

Action Taken Report (ATR)

Following the decisions made in the IQAC meeting held on July 23, 2024, the following actions were taken:

1. SSR Preparation

As per the discussion, the SSR was successfully uploaded on September 25, 2024. The DVV clarification was submitted on November 2, 2024, ensuring that all necessary justifications and supporting documents were provided. Additionally, NAAC file organization and verification at the departmental level were initiated, with each department maintaining well-structured records for the upcoming accreditation visit.

2. Formation of NAAC Steering Committee

The NAAC Steering Committee was officially constituted, with senior faculty members overseeing the accreditation process. The committee has been actively involved in:

- Assisting departments in SSR-related data collection and documentation.
- Conducting internal reviews of files and records to ensure compliance with NAAC requirements.
- Monitoring the progress of file verification at the department level.

3. Conduct of Regular Programmes: Hrudayapoorvam and Vidyanidhi

Both Hrudayapoorvam and Vidyanidhi programmes are functioning smoothly as per the directions. Under Hrudayapoorvam, community outreach activities were conducted, aligning with the institution's social responsibility objectives. Vidyanidhi continued its financial assistance programs.

4. Open Course Orientation

The Open Course Orientation was successfully conducted as per the planned schedule. Online orientation sessions were organized for fifth-semester students, providing them with comprehensive information regarding course selection, academic significance, and enrollment procedures. Academic departments actively participated in ensuring that students received proper guidance, allowing for a smooth selection process of open courses.

Conclusion

All key decisions from the meeting have been effectively implemented, with significant progress made in the accreditation process, regular institutional programmes, and academic activities. The IQAC will continue to monitor the progress and ensure that all activities align with institutional and accreditation requirements.

Action Taken Report

IQAC Meeting Held on January 7, 2025

All the decisions taken during the IQAC meeting held on January 7, 2025, regarding the NAAC Peer Team Visit (PTV) scheduled for February 6 & 7, 2025, were successfully implemented without any issues. The following actions were undertaken accordingly:

1. NAAC Peer Team Visit Preparation

All departments ensured readiness in terms of documentation, infrastructure, and logistics. The campus was made fully prepared for the Peer Team's visit.

2. Final Review of SSR and DVV

SSR and DVV processes had already been completed. All supporting documents were verified, and departments cross-checked relevant data for accuracy.

3. Department-wise Presentations and File Verification

Presentations and file verifications were carried out by all departments as per the instructions. A mock review was also successfully conducted by the NAAC Steering Committee.

4. Campus Readiness and Display Materials

The campus was cleaned, beautified, and equipped with relevant display materials showcasing institutional achievements, best practices, and student activities.

5. Rehearsals and Final Coordination

A final rehearsal and coordination session was organised by the IQAC . Faculty and staff members actively participated in ensuring the smooth conduct of the Peer Team Visit.