



# SREEKRISHNAPURAM V.T. BHATTATHIRIPAD COLLEGE

Aided and Affiliated to University of Calicut, NAAC Accredited with B+ Grade

Phone (Office) : 0466-2268285 | Email : principalvtbcollege@gmail.com



## CRITERION - VI GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.5 Internal Quality Assurance System



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Mannampatta P.O., Palakkad - 678 633

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## Minutes of IQAC Meeting and Action Taken Report 2020-21



**SREEKRISHNAPURAM V T BHATTATHIRIPAD COLLEGE**  
**MANNAMPATTA, PALAKKAD, 678633**  
**Affiliated to the University of Calicut**

**IQAC Minutes**  
**&**  
**Action taken Report**

**2020-21**

## IQAC Meeting 2021-22

### Meeting 1 – 17<sup>th</sup> August 2020

#### IQAC Meeting (Online Mode), 17/8/2020

#### Platform – Google Meet

#### Agenda

- Item No.1.0: Approval of the minutes IQAC meeting held on 25/11/2019
- Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 6/11/2019
- Item No. 3.0: Reviving Club activities in online mode.
- Item No. 4.0: G-Suite: Online Tool for Education
- Item No. 5.0: Faculty development program on 'How to host a Webinar'
- Item No. 6.0: Proposal for National and International Webinar.
- Item No. 7.0: College Alumni Meet (Executive Committee)
- Item No. 8.0: Any other matter brought forward by the chair.

#### Minutes of the meeting

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 25/11/2019	The minutes of the meeting was circulated and has been confirmed by members.
2.0	Action Taken Report on decisions of IQAC meeting held on 25/11/2019	Refer Table ATR2019(3)
3.0	Reviving Club activities in online mode, MoUs and Linkages	All clubs were reconstituted. Plan of action to be submitted by all club conveners. Discussed and finalized new MoUs and Linkages
4.0	GSuite : Online Tool for Education	Decided to register for G-suit for Education.
5.0	Faculty development program on 'How to host a Webinar'	Decided to conduct the online FDP on 26 <sup>th</sup> August 2020
6.0	Proposal for National and International Webinars, FDPs from departments	All departments were directed to prepare proposals of webinars and other academic activities and submit the proposals by the last week of August
7.0	College Alumni Meet (Executive Committee)	Decided to conduct Executive Committee online meeting on 21 <sup>st</sup> September 2020.
8.0	Any other matter - Strategic Plan 2020-30 University Result Analysis of 2019-20	Discussed and finalized the Strategic Plan 2020-30. Directed the departments to submit result analyses of 2019-20



## Members

Dr Jayan Erancheri Illam (Chairman)	Sd/-
Shri. Haridas P. (Head, Department of Statistics)	Sd/
Dr. Parvathy K P (Head, Department of Sanskrit)	Sd/
Dr. Geetha K. ((Head, Department of History)	Sd/
Smt. Rashmi K. (Head, Department of Mathematics)	Sd/
Smt Vijayalakshmi K. K. (Head, Department of Economics)	Sd/
Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)	Sd/
Smt Rathi K N (Assistant Professor, Department of Commerce)	Sd/
Smt Dhanya K, Librarian	Sd/
Sri Sadeep K, (Assistant Professor, Department of Physical Education)	Sd/
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Coordinator, IQAC, Department of Computer Science)	Sd/
Sankaran Namoboodiri (Head Accountant)	Sd/





## SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE

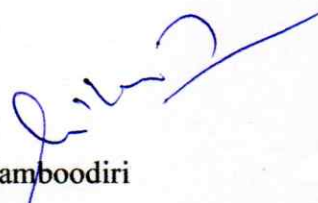
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### Action Taken Report

#### Meeting 1 – 17/8/2020

Item No.	Item	Decision	Action taken Report
3.0	Reviving Club activities in online mode.	All clubs were reconstituted. Plan of action to be submitted by all club conveners.	Club activities initiated.
4.0	GSuite : Online Tool for Education	Decided to register for GSuite for Education.	Registered in G-suit on 24/08/2020 All teachers were provided with the G-suit account.
5.0	Faculty development program on 'How to host a Webinar'	Decided to conduct on 26 <sup>th</sup> August 2020	Conducted
6.0	Proposals invited for the conduct of National and International Webinars by all departments.	All departments were directed to prepare academic programmes and submit the proposals.	Proposals were received timely and same was forwarded to the management for release of fund.
7.0	College Alumni Meet (Executive Committee)	Decided to conduct Executive Committee online meeting on 21 <sup>st</sup> September 2020.	Meeting Conducted. Decided to have a registered body for College Alumni
8.0	Any other matter – Result Analysis	Decided to conduct a webinar on 'Stress Management during Covid Pandemic' associating with NSS Decided to Conduct the webinar for students in online mode on 24/09/2020	Results of 2019-20 was analyzed. Conducted webinar as per schedule

  
Dr Saritha Namboodiri  
IQAC Coordinator



  
Dr Jayan Erancheri Illam

Principal & Chairman IQAC  
**PRINCIPAL**  
Sreekrishnapuram VT Bhattathiripad College  
Mannampatta, Palakkad - 678633

**IQAC Meeting 2020-21**  
**Meeting 2 – 24<sup>th</sup> September 2020**

**IQAC Meeting (Online Mode), 24/9/2020**

**Platform – Google Meet, 2:30 PM**

**Agenda**

- Item No.1.0: Approval of the minutes IQAC meeting held on 17/08/2020
- Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 17/08/2020
- Item No. 3.0: Consolidation of Criteria-wise reports
- Item No. 4.0: New Courses including Certificate and Value-added Courses
- Item No. 5.0: New MoUs and Coursera for Campus
- Item No. 6.0: Conduct of International and National Webinars
- Item No. 7.0: Revamping the website

**Minutes of the meeting**

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 17/08/2020	The minutes of the meeting was circulated and has been confirmed by members.
2.0	Action Taken Report on decisions of IQAC meeting held on 17/08/2020	Refer Table ATR2020(1)
3.0	Consolidation of Criteria-wise reports.	Criteria-wise conveners to complete the process of compilation and submit the same to the Assistant coordinator of IQAC by the 3 <sup>rd</sup> week of October.
4.0	New Certificate Courses and New programs applied	Status of the application of new Courses applied by the college to be looked into
5.0	New MoUs and Coursera for Campus	Decided to register in the Coursera for Campus which provides certificate Courses free of Cost. Discussed about new MoUs
6.0	Conduct of International and National Webinars by Departments	All departments have scheduled the webinars. NSS: One day National Workshop on Being Simple an Self Reliant through Gandhism, 2 <sup>nd</sup> October 2020 Department of Commerce: 1) International Workshop 8 <sup>th</sup> -14 October 2020 2) 3 day National Webinar on Prospects and Challenges in Marketing in New Decade 2/11/2020-4/11/2020
7.0	Revamping the website of the college	Decided to approach the management for fund. Invite proposals from various software companies.



**Members:**

Dr Jayan Erancheri Illam (Chairman)	Sd/-
Shri. Haridas P. (Head, Department of Statistics)	Sd/
Dr. Parvathy K P (Head, Department of Sanskrit)	Sd/
Dr. Geetha K. ((Head, Department of History)	Sd/
Smt. Rashmi K. (Head, Department of Mathematics)	Sd/
Smt Vijaylakshmi K. K. (Head, Department of Economics)	Sd/
Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)	Sd/
Smt Rathi K N (Assistant Professor, Department of Commerce)	Sd/
Smt Dhanya K, Librarian	Sd/
Sri Sadeep K, (Assistant Professor, Department of Physical Education)	Sd/
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Coordinator, IQAC, Dept. of Computer Sc.	Sd/







## SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE

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### Action Taken Report

IQAC Meeting 2 – 24/9/2020

Item No.	Item	Decision	Action taken Report
3.0	Consolidation of Criteria-wise reports.	Criteria-wise conveners	Criteria-wise reports have been submitted and included in the draft AQAR of 2019-20
4.0	New Certificate Courses and New Academic Programs	Status of the application of new Courses applied by the college to be looked into	Communicated with the management. Management has assured to intervene so as to sanction new multi- disciplinary course for this college Started a Certificate Course in Business Ethics and a Certificate Course in Electronic Commerce
5.0	Mous and Coursera for Campus	Decided to register in the Coursera for Campus which provides certificate Courses free of Cost.	College entered into the following MoUs 1. MoU Between G-TECH & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad 2. MoU on Between Asset Software Solutions Angamally & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad Registered for Cousera on 22 <sup>nd</sup> August 2020
6.0	Conduct of International and National Webinars by Departments	All departments have scheduled the Seminars/Webinars.	The following Seminars were conducted 1. International workshop on research methodology 2. National workshop on research methodology
7.0	Revamping the website of the college	Decided to approach the management for fund. Invite proposals from various software companies.	Assigned the task of preparing the website to Asset Software solution.
8.0	Any other matter Decided to conduct a webinar on 'Stress Management during Covid Pandemic' associating with NSS	Decided to Conduct the webinar for students in online mode on 24/09/2020	Conducted as per schedule

Dr Saritha Nambodiri  
IQAC Coordinator



Dr Jayan Erancheri Illam  
Principal & Chairman IQAC  
**PRINCIPAL**

Sreekrishnapuram VT Bhattathiripad College  
Mannampatta, Palakkad - 678633

**IQAC Meeting 2020-21**  
**Meeting 3 – 7<sup>th</sup> November 2020**

**IQAC Meeting (Online Mode), 7/11/2020**

**Platform – Google Meet, 2:30 PM**

**Agenda**

- Item No.1.0: Approval of the minutes IQAC meeting held on 24/09/2020  
Item No.2.0: Action Taken Report on decisions of IQAC meeting held on 24/09/2020  
Item No.3.0: Induction Program for UG.  
Item No. 4.0: AQAR final Review. Item  
No. 5.0: Gender related Webinar.  
Item No. 6.0: International and National Webinar  
Item No. 7.0: Any other matter brought forward by the chair.

**Minutes of the meeting**

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 24/09/2020	The minutes of the meeting was circulated and has been confirmed by members.
2.0	Action Taken Report on decisions of IQAC meeting held on 24/09/2020	Refer Table ATR2020(2)
3.0	Induction Program for UG.	Decided to conduct induction program online by the respective departments due to the pandemic.
4.0	AQAR final Review	Placed before all the staff of the college
5.0	Gender related Webinar.	National webinar on SOGISC and Gender Issues to be conducted by the Department of History
6.0	National and International Seminars, Yoga Classes	Sanctioned the proposals to conduct Seminars/Webinars Department of Sanskrit and Physical Education to conduct Yoga Classes for students and teachers Distribution of Certificate of the previous yoga class



Members:

Dr Jayan Erancheri Illam (Chairman)	Sd/-
Shri. Haridas P. (Head, Department of Statistics)	Sd/
Dr. Parvathy K P (Head, Department of Sanskrit)	Sd/
Dr. Geetha K. ((Head, Department of History)	Sd/
Smt. Rashmi K. (Head, Department of Mathematics)	Sd/
Smt Vijaylakshmi K. K. (Head, Department of Economics)	Sd/
Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)	Sd/
Smt Rathi K N (Assistant Professor, Dept. of Commerce)	Sd/
Smt Dhanya K, Librarian	Sd/
Sri Sadeep K, (Asst. Professor, Dept.of Physical Education)	Sd/
Dr. Sandeep Narayan (Asst Professor, Dept of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Coordinator, IQAC, Dept. of Computer Sc. Sd/	
Sankaran Namboodiri (Head Accountant)	Sd/





**SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE**

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**Action Taken Report**

**IQAC Meeting 3 – 7/11/2020**

<b>Item No.</b>	<b>Item</b>	<b>Decision</b>	<b>Action Taken</b>
3.0	Induction Program for UG.	Decided to conduct induction program online by the respective departments due to the pandemic.	All departments conducted induction program via google meet
4.0	AQAR final Review	Placed before all the staff of the college	Approved for submission
5.0	Gender related Webinar.	National webinar on SOGISC and Gender Issues to be conducted by the Department of History	Conducted on 19/2/2021
6.0	National and International Seminars, Yoga Classes	Sanctioned the proposals to conduct Seminars/Webinars Suggested Department of Sanskrit and Physical Education to conduct Yoga Classes for students and teachers Distribution of Certificate of the previous yoga class	Yoga Classes were conducted on 25/12/2020 The following Seminars were conducted 1. International Seminar on Emerging Research Trends in Cryptography and Network Security 2. National Workshop on Modern Research Perspectives in Aesthetic Theories of Sanskrit Literature

Dr Saritha Namboodiri  
IQAC Coordinator



Dr Jayan Erancheri Illam  
Principal & Chairman IQA

**PRINCIPAL**  
Sreekrishnapuram VT Bhattathiripad College  
Mannampatta, Palakkad - 678633

**IQAC Meeting 2020-21**  
**Meeting 4 - 14<sup>th</sup> December 2020**

**IQAC Meeting, 14/12/2020**

**Venue - Seminar Hall, 10:00 AM**

**Agenda**

- Item No. 1.0: Approval of the minutes IQAC meeting held on 07/11/2020
- Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 07/11/2020
- Item No. 3.0: Submission of the consolidated Academic activities to the management
- Item No. 4.0: To equip young teachers in handling the preparation of AQAR reports.
- Item No. 5.0: Regarding Stride Project
- Item No. 6.0: Energy Saving Initiatives
- Item No. 7.0: Renovation of College Gymnasium
- Item No. 8.0: Purchase of Academic Management System.
- Item No. 9.0: Any other matter.

**Minutes of the meeting**

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 07/11/2020	The minutes of the meeting was circulated and has been confirmed by members.
2.0	Action Taken Report on decisions of IQAC meeting held on 07/11/2020	Refer Table ATR2020(3)
3.0	Submission of the consolidated Academic activities of all departments to the management	Consolidated reports of all departments compiled.
4.0	To equip young teachers in handling the preparation of AQAR reports.	Bindu T and Dr Sandeep Narayan were nominated as Co coordinators of IQAC and NAAC respectively.
5.0	Initiation of Stride Project., New MoUs	New MoUs established Stride Project to be initiated by 5 <sup>th</sup> of February, 2021
6.0	Energy saving initiatives	Replacing lights with LED
7.0	Renovation of College Gymnasium	Discussion with the management representatives and Physical Education faculty initiated.
8.0	Purchase of Academic Management System.	Dialogs underway



Members:

- Dr Jayan Erancheri Illam (Chairman) [Signature]
- Shri. Haridas P. (Head, Department of Statistics) [Signature]
- Dr. Parvathy K P (Head, Department of Sanskrit)
- Dr. Geetha K. ((Head, Department of History) [Signature]
- Smt. Rashmi K. (Head, Department of Mathematics) [Signature]
- Smt Vijaylakshmi K. K. (Head, Department of Economics) [Signature]
- Smt. Bindu T. (Head, PG Department of Commerce and Management Studies) [Signature]
- Smt Rathi K N (Assistant Professor, Department of Commerce) [Signature]
- Smt Dhanya K, Librarian [Signature]
- Sri Sadeep K, (Assistant Professor, Department of Physical Education) [Signature]
- Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics) [Signature]
- Dr. Saritha Namboodiri, (Coordinator, IQAC, Department of Computer Science)
- Mr Sankaran Namboodiri (Head Accountant) [Signature]





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### Action Taken Report

IQAC Meeting 4 - 14/12/2020

Item No.	Item	Decision	Action Taken
3.0	Submission of the consolidated Academic activities.	Consolidated reports of all departments compiled.	Submitted
4.0	To equip young teachers in handling the preparation of AQAR reports.	Bindu T and Dr Sandeep Narayan were nominated as as Co Coordinator of IQAC and NAAC Coordinator respectively.	Taken charge. Duties assigned.
5.0	Initiation of Stride Project, New MoUs	Established new MoUs. Stride Project to be initiated by 5 <sup>th</sup> of February, 2021	<b>Initiated Stride Project</b> <b>MoUs established</b> 1. MoU Between Integrated Community Development Centre & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad 2. MoU Between IT TOP IT Solutions, Perinthalmanna & Sreekrishnapuram V.T. Bhattathiripad College, Mannampatta, Palakkad <b>Seminars Organized</b> 1. Seminar on Impact of Covid-19 on Indian Economy and Start-up Survival Strategies 2. National Seminar on Cryptography and Cyber Security Research
6.0	Energy saving initiatives	Renovation of college building is going on and all lightings are being replaced with LED	Work completed
7.0	Renovation of College Gymnasium	Discussion with the management representatives and Physical Education faculty initiated.	Renovation work of College Gymnasium got over on 24 <sup>th</sup> January 2021
8.0	Purchase of Academic Management System.	Dialogs underway with the management in this regard	No decision taken

Dr Saritha Namboodiri  
IQAC Coordinator



Dr Jayan Erancheri Illam  
Principal & Chairman IQA

**PRINCIPAL**  
Sreekrishnapuram VT Bhattathiripad College  
Mannampatta, Palakkad - 678633

## IQAC Meeting 2020-21

### Meeting 5 – 6<sup>th</sup> May 2021

#### IQAC Meeting (Online Mode), 6/5/2021

#### Platform – Google Meet, 2:00 PM

#### Agenda

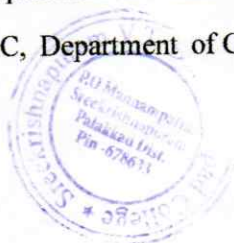
- Item No.1.0: Approval of the minutes IQAC meeting held on 14/12/2020  
Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 14/12/2020  
Item No. 3.0: Promotion of Research culture  
Item No. 4.0: Registration of Alumni  
Item No.5.0: Internal audit & E Governance report. Other matters

#### Minutes of the meeting

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 14/12/2020	The minutes of the meeting was circulated and has been confirmed by members.
2.0	Action Taken Report on decisions of IQAC meeting held on 14/12/2020	Refer Table ATR2020(4)
3.0	Promotion of Research Culture	Encouraging young teachers to join for PhD
4.0	Registration of Alumni	Under Process
5.0	Other matter - Internal Audit & E-Governance report	Submitted the E governance report. Decided to conduct Internal Audit for 2020-21 AY

#### Members:

- Dr Jayan Erancheri Illam (Chairman) Sd/-  
Shri. Haridas P. (Head, Department of Statistics) Sd/  
Dr. Parvathy K P (Head, Department of Sanskrit) Sd/  
Dr. Geetha K. ((Head, Department of History) Sd/  
Smt. Rashmi K. (Head, Department of Mathematics) Sd/  
Smt Vijaylakshmi K. K. (Head, Department of Economics) Sd/  
Smt. Bindu T. (Head, PG Department of Commerce and Management Studies) Sd/  
  
Smt Rathi K N (Assistant Professor, Department of Commerce) Sd/  
Smt Dhanya K, Librarian Sd/  
Sri Sadeep K, (Assistant Professor, Department of Physical Education) Sd/  
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics) Sd/  
  
Dr. Saritha Namboodiri, (Coordinator, IQAC, Department of Computer Science) Sd/  
Mr Sankaran Namboodiri (Head Accountant) Sd/







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**Action Taken Report**

**IQAC Meeting 5 – 6/5/2021**

Item No.	Item	Action Taken
3.0	Promotion of Research Culture	Joined for PhD: Smt Vijayalakshmi, Department of Economics Smt Sathyavathi, Department of Economics Bindu T, Department of Commerce  F Sri Kamal Raj Mohan, Department of Commerce Smt Rathi K, Department of Commerce <b>Sadeep K awarded Ph.D in Physical Education, Dec 2020</b>
4.0	Registration of Alumni completed	Registration No. PKD/CA/51/2021
5.0	Regarding Internal Audit	Conducted the Academic audit

Dr Saritha Namboodiri  
IQAC Coordinator



Dr Jayan Erancheri Illam  
Principal & Chairman IQA

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