CRITERION – VI
GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.5 Internal Quality Assurance System

SREEKRISHNAPURAM
V.T. BHATTATHIRIPAD COLLEGE
Aided and Affiliated to University of Calicut, NAAC Accredited with B+ Grade
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Minutes of IQAC Meeting and Action Taken Report
2022-23

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

IQAC Minutes

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Action Taken Report

2022-23

IQAC Meeting 2022-23

Meeting 1 – 6/6/2022

IQAC Meeting 1 - 6/6/2022

Venue – Seminar Hall, Time 3:30PM

Agenda

- Item No. 1.0: Discussion on Plan of Action for the Academic Year 2022-23
- Item No. 2.0: Student Induction Programme
- Item No. 3.0: MoUs, Linkage, National, International level seminars and workshops, Introduction of Certificate Courses
- Item No. 4.0: Master timetable and Academic calendar
- Item No. 5.0: Academic Management System
- Item No. 6.0: Any Other matter brought forward by the chair

Minutes

Item No.	Item	Decision
1	Discussion on Plan of Action for the Academic Year 2022-23	IQAC Coordinator briefed the plan of action for the academic year 2022-23.
2	Student Induction Programme	Committee decided to organize Student Induction Programme for first year UG and P G Students after the completion of admission.
3	MoUs, Linkage, National and International level seminars and workshops Introduction of Certificate Courses	All departments were directed to prepare proposals of Seminars and other academic activities including MoUs, Linkages and submit the proposals by the last week of July.
4	Master timetable and Academic calendar	Decided to assign the duty of preparation of master timetable and academic calendar to academic committee.
6	Academic Management System	IQAC Coordinator informed the committee that measures being taken to purchase Academic Management System.
7	College Website	IQAC Coordinator informed that the work of college website is progressing and invited suggestions from all members regarding the same.

Members:

Dr. Jayan Erancheri Illam (Chairman)

Shri. Haridas P. (Head, Department of Statistics)

Dr. Parvathy K P (Head, Department of Sanskrit)

Dr. Geetha K. ((Head, Department of History)

Smt. Rashmi K. (Head, Department of Mathematics)

Smt Vijaylakshmi K. K. (Head, Department of Economics)

Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)

Smt Rathi K N (Assistant Professor, Department of Commerce)

Smt Dhanya K, Librarian

Sri Sadeep K, (Assistant Professor, Department of Physical Education)

Dr. Sandeep Narayan (Department of Mathematics)

Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Dept. of Computer Science)

Sankaran Namoboodiri (Head Accountant)

SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE MANNAMPATTA, PALAKKAD

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Action Taken Report

Meeting 1 - 6/6/2022

Sl.NO	Item	Decision	Action taken
2	Student Induction Programme	Decided to conduct induction program in second week of September	Conducted Induction program on 19/09/2022
3	A. Regarding proposals for National and International Seminars by departments. B. Regarding Linkages and MoUs C. Introduction of Certificate Courses	All departments were directed to prepare proposals of Seminars and other academic activities including MoUs, Linkages and submit the proposals by the last week of July All departments prepared a list of academic programs that can be offered. The departments submitted the proposals which were discussed and approved accordingly.	Approval was granted to conduct the following **Seminars.** 1. National Seminar on Research Insights into Machine Learning 2. Glance into Disruptive Block chain Technology and Copyright Protection 3. Seminar on Building Entrepreneurial Traits in New Generation. **Linkages & MoUs** 1. Approved the implementation of linkage with Vellinezhi, Sreekrishnapuram Higher Secondary Schools for Skill Development 2. Approved the formation of MoU between college and ICDC **Value added/certificate courses** in 1. Financial Planning and Wealth Management 2. Certificate course in personal finance 3. Value added course in Stock Market trading 4. Value Added Course on Income Tax E – Filing 5. Value Added Course in Physical fitness
4	Preparation of Master timetable and Academic calendar	Decided to assign the duty of preparation of master timetable and academic calendar to academic committee.	Academic Committee Prepared the Master Timetable and Academic Calendar.

Dr Saritha Namboodiri
IQAC Coordinator

Dr Jayan Erancheri Illam
Principal & Chairman IQAC
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

IQAC Meeting 2022-23

Meeting 2 – 25/8/2022

Minutes of the Meeting of IQAC on 25/8/2022

Venue – Principal's Chamber Time: 3:30 PM

Agenda

Item No.1: Approval of the minutes IQAC meeting held on 06/06/2022
Item No. 2: Action Taken Report on decisions of IQAC meeting held on 06/06/2022
Item No.3: Consolidation of Criteria-wise reports.
Item No. 4: Certificate and Value-Added Courses
Item No. 5: Capacity Building Programs
Item No. 6: Conduct of National Webinars by Departments
Item No. 7: Faculty Development Programmes, MoUs and Linkages
Item No. 8: Result Analysis & Other matters.

Minutes of the meeting

Item No.	Item	Decision
1	Approval of the minutes IQAC meeting held on 07/06/2021	The minutes of the meeting was circulated and has been confirmed by members.
2	Action Taken Report on decisions of IQAC meeting held on 06/06/2022	Refer Table ATR2022
3	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 3rd week of October.
4	Certificate and Value-Added Courses	Decided that all departments will take the initiative to start the Certificate courses from July onwards
5	Capacity Building Programs	Decided to conduct Capacity Building Programs on December 2022
6	Conduct of National Webinars by Departments	All departments have scheduled the webinars.
7	Faculty development program	Decided to conduct the online FDP on October 2022
8	Result analysis	Instructed to perform the result analysis of 2021-22 AY

Members:

1. Dr Jayan Erancheri Illam (Chairman)

2. Dr. Parvathy K P (Head, Department of Sanskrit)

3. Dr. Geetha K. ((Head, Department of History)

4. Smt. Rashmi K. (Head, Department of Mathematics)

5. Smt.Vijaylakshmi K. K. (Head, Department of Economics)

6. Smt. Bindu T. (Head, Department of Commerce and Management Studies)

7. Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)

8. Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)

SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE

MANNAMPATTA, PALAKKAD

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Action Taken Report

Meeting 2 - 25/8/2022

Item. No	Item	Decision	Action taken
3.0	Consolidation of Criteria-wise reports.	Criteria-wise conveners	Criteria-wise reports have been submitted and included in the draft AQAR of 2021-22
4.0	Certificate and Value-Added Courses	Decided that all departments will take the initiative to start Certificate courses from July.	The following **Certificate courses** approved by IQAC were introduced 1) Certificate Course in Environmental Policies in Brhatsamhita 2) Value Added course in Bhagavad-Gita - The Foundation and Philosophy 3) Certificate Course in Cryptography 4) Certificate Course in R Programming 5) Certificate Course in Environmental Economics 6) Value Added Course in Photo & Video Editing 7) Certificate Course on Developing reading and Writing Skills in English
5.0	Capacity Building Programmes	Decided to conduct Capacity Building Programmes by all departments between the last week of November and December 2022	BBA: 30/11/2022; BCOM: 12/12/2022; Mathematics: 04/12/2022; Sanskrit: 19/12/2022;
6.0	Conduct of National Webinars by Departments	All departments have scheduled the webinars.	The following Seminars were given approval 1) Workshop on Research methodology
7.0	Faculty development program, MoUs and Linkages	Suggested the departments to secure MoUs and Linkages. Decided to conduct the online FDP on May 2023	The following MoUs and Linkages were established after IQAC approval 1) Linkage Between V TB Colleg & Krishnanakutty Pulavar Memorial Tolapavakoothu & Puppet Centre
8.0	Result Analysis	Instructed to perform the result analysis of 2021-22	Evaluated the results of 2021-22 AY

Dr Saritha Namboodiri

IQAC Coordinator

Dr Jayan Erancheri Illam

Principal & Chairman IQAC

PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

IQAC Meeting

Meeting 3 – 20/10/2022

IQAC Meeting 3 – 20/10/2022

Venue – Seminar Hall, Time – 3:30 PM

Agenda

1. Approval of the minutes IQAC meeting held on 20/10/2022
2. Action Taken Report on decisions of IQAC meeting held on 20/10/2022
3. Submission of the consolidated Academic activities of all departments.
4. International Conference by STRIDE, Certificate Courses, Seminars, FDPs MoUs Linkages
5. Energy saving initiatives
6. Gender Equity Awareness Program
7. Purchase of Academic Management System.
8. Career Guidance Program
9. Academic Audits E -governance report, other matters

Minutes of the meeting

Item No.	Item	Decision
1	Approval of the minutes IQAC meeting held on 20/10/2022	The minutes of the meeting was circulated and has been confirmed by members.
2	Action Taken Report on decisions of IQAC meeting held on 20/10/2022	Refer Table ATR2022
3	Submission of the consolidated Academic activities of all departments to the management	Consolidated reports of all departments compiled.
4	Regarding Certificate Courses, Seminars, FDPs MoUs and Linkages	Accepted the proposals submitted by departments with slight changes. Approved the proposal to conduct an International Conference under STRIDE
5	Energy saving initiatives	Replacing lights with LED
6	Gender Equity Awareness Program	Gender Equity Awareness Program to be conducted by department of Commerce
7	Purchase of Academic Management System.	Dialogs underway
8	Career Guidance Program	Career Guidance Program to be conducted by IQAC
9	Academic Audit and E governance report	Decided to conduct internal academic audit. E Governance report submitted

Members

Dr Jayan Erancheri Illam (Chairman) .

Shri. Haridas P. (Department of Statistics) .

Dr. Parvathy K P (Head, Department of Sanskrit) .

Dr. Geetha K. ((Head, Department of History) .

Smt. Rashmi K. (Head, Dept of Mathematics) .

Smt. Vijaylakshmi K. K. (Head, Department of Economics) .

Smt. Bindu T. (Head, Department of Commerce) .

Smt Rathi K N Assistant Professor (Department of Commerce) .

Dr. Sandeep Narayan (Asst. Professor, Dept of Mathematics) .

Dr. Saritha Namboodiri, (Coordinator, IQAC, Dept of Computer Sc.)

SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE

MANNAMPATTA, PALAKKAD

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Action Taken Report

Meeting 3 - 20/10/2022

Item No.	Item	Decision	Action Taken
3	Submission of the consolidated Academic activities of all departments to the management	Consolidated reports of all departments compiled.	Submitted
4	Regarding Certificate Courses, FDPs MoUs and Linkages	Accepted the proposals submitted by departments with slight changes. Approved the proposal to conduct an International Conference under STRIDE.	The following activities were conducted **Certificate Courses** 1. Certificate Course in Python Programming 2. Certificate Course in Labour Laws and Legislation **FDPs** 1. Faculty Empowerment Programme on Calicut University Barcoding System 2. Faculty Empowerment Programme on Tutorial System 3. FDP on Outcome-based Education **MoUs, Linkages** 1. MoU Between V T B College & Kerala State Electronics Development Corporation Limited 2. MOU Between V T B College & Rejuvesense Group of Institutions, Palakkad 3. MoU Between V T B Colleg & AMC Group of Educational Institutions, Manissery, Palakkad 4. MoU Between Finprov Learning Private Limited & Sreekrishnapuram V.T. Bhattathiripad College, Mannampatta, Palakkad 5. MoU Between NSS College Ottappalam & Sreekrishnapuram V.T. Bhattathiripad College, Mannampatta, Palakkad 6. MoU Between Yuvakshetra Institute of Management Studies & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad

4	Regarding Seminars	Proposals for seminars were discussed and accepted	**Seminars & International Conference** 1. International Conference on Philosophy of Education In India Through Ages - From Prehistory To Present Time 2. Workshop on Report Writing in Qualitative Research 3. Workshop on Methodology of Research in Social Science 4. National Seminar on Protection of Consumers in IPR Regime Seminar on Prospects and Challenges in Business Innovation
5	Energy saving initiatives	Renovation of college building is going on and all lightings are being replaced with LED	Works completed
6	Gender Equity Awareness Programme	Gender Equity Awareness Programme to be conducted by department of commerce	Conducted
7	Purchase of Academic Management System.	Dialogs underway with the management in this regard	Management has given consent to purchase the Academic Management System from EMBASE for the next Academic Year onwards.
9	Academic Audit	Decided to conduct internal academic audit	Conducted

Dr Saritha Namboodiri

IQAC Coordinator

Dr Jayan Erancheri Illam

Principal & Chairman IQAC

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