

IQAC meeting held on 15.06.2022. at 9.00 am.

Agenda

1. Presentation of Academic plan 2022-23.
2. Any other matters.

A) Members Present.

1. Dr. Ravendran T.P.
2. Dr. Kuttiperishnan A.P.
3. Krishnakumar Kannoth.
4. Dr. Shobha S Nair
5. Dr. Deepa K
6. Dr. Sumitha Nair. N.
7. M. SURHASH
8. Dr. R.K. Bijin
9. Madhan Krishnan P.B.
10. Dr. Praveed. Ninkilam.
11. Jayaprasad V.C.
12. Dr. Deepa K.
13. Sreelakshmi V.V.

B) The following members were not presented the meeting

- 1. Dr. Sathya N.K.

Resolutions

All the departments presented their Academic plan during the year 2022-23. The Departmental Coordinators noted the suggestions from the external expert and members of IQAC.

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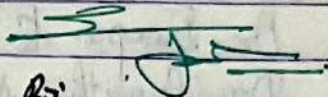




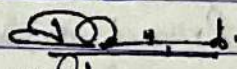

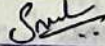

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IOAC meeting held on 15-10-2022 at 1.30pm

Agenda

1. Orientation class to First year students
2. AQAR 2021-22
3. Bridge course and Certificate Course implementation
4. Approval of PBAS
5. Any other matters

A. Members present

1. Principal 
2. Dr. R. K. Biji 
3. Satheesan. M. I. 
4. Deepa. K. 
5. Sumitha Nair. N. 
6. Jayaprakash V. C. 
7. Madhusu Krishnan P. B. 
8. Sreelakshmi V. V. 
9. Nithyapriya. S. 

B) The following members didn't participate the meeting.

1. Dr. Praveed Ninkalari
2. Dr. Sobha. S. Nair
3. Smt. Biji. K.
4. Smt. Sruthi. C. C.

c) Action taken report.

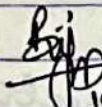
Analysed the academic plan presented by all the departments and monitored the activities conducted by the departments based on the action plan.

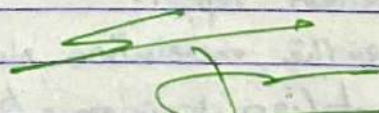
d) Resolution

1. Decided to conduct an orientation programme to all the first year students in the first week of November 2022.

- 111
2. Decided to collect the data from all the departments and clubs on or before 15 November 2022 in the IQAA format. Authorised IQAA coordinators to schedule a meeting with Departmental coordinators to implement the same.
 3. Decided to collect the curriculums and syllabus of the Bridge course and Certificate courses conducting in the current academic year from all the departments.
 4. Decided to organise an IPR webinar in collaboration with any one of the Ph Department.
 5. Decided to collect PBAs from all the faculty members in the last academic year on or before 31.10.2022 in the format approved by the University.
 6. Approved the PBAs of Dr. Praveed Nilesheri, Assistant Professor of Economics for the promotion to Academic level 4 to Academic level 12.
 7. Approved the PBAs persona of Dr. Sreejith P, Assistant Professor of Chemistry and Dr. R.K. Bijin, Assistant Professor of Physics for their promotion to Associate Professor.
 8. Nominational Soc. K.K. Narayanan, Sr. Clerk and Soc. Suresh Babu, PTA Vice President to IQAA in the vacancy of Soc. K.K. Bhonathan, Retd. Supt of the college, and Soc. K. Kunchikrishnan, Ex. PTA Vice President.
 9. Decided to collect the Dead books from all the stake holders during the academic year 2021-2022 on or before 15.11.2022.

Meeting ended at. 1.30 pm.


15.10.2022
(Coordinator,
IQAA)


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Combined IQAC meetng held on 09.11.2022 at 1.20pm

Agenda

1. Progress of data collection and file updation
2. Approval of PDS
3. Annual new letter for the year 2021-22.
4. Orientation programme for faculty members
5. Any other matters

A. Members Present

1. ~~Principal~~
2. Dr. R. K. Biju
3. Sumitha Nair . N
4. Raveekrishnan T (for IQAC ^{dept.} Member)
5. Sathesha . M . G
6. Haripriya Baburaj
7. Michum Koushnam PB
8. Anshu . K . Sreedhas
9. Dr. Sumitha
10. Dr. Praveed Ninkileri
11. Biju . K
12. Deepa . K
13. Sumitha Nair . N

B) The following members are didn't attend the meeting .

1. Dr. Sobha . S . Nair
2. Dept. Coordinators of Physics, Chemistry, Commerce, Mathematics, and History.

C) Action taken report.

1. As per the resolution No. 1 of the previous meeting, the orientation programme for first year students was conducted at Pashassi Hall from 2.11.2022 to 04.11.2022.
2. Collected the Curricula and syllabus of certificate and Bridge courses conducting by the department during the present academic year and Approved the Curricula and syllabus.

3. Contacted the officials of NIPAM for conducting a seminar on IPR at the end of November 2022.

2) Resolutions

1. Committee decided to collect the departmental activity report for the academic year 2021-22.
2. Decided to handover the charge of feedback form Dr. Deepa K, Associate professor of Physics to Midhun Konshnan, Assistant Professor of Commerce.
3. Committee decided to approve the PBAS of Dr. Amritha K. Adhyodi, Assistant Professor of Physics for her promotion from Academic level 11 to Academic level 12.
4. Committee handed over the APAR of all faculties submitted during the year 2020-21 to Dr. Selvarajan M.R and Biju K for verification.
5. Decided to appoint Dr. Sobha S. Nair and Dr. Samyatha Sasikumar for preparing the Annual mass letter for the academic year 2021-22.
6. Decided to collect data from the departments in the format given by the management on or before 15.11.2022.
7. Decided to ~~conduct~~ conduct an orientation programme for faculty members on the topic Covid PF.

Meeting ended at 3.00pm



Dr. R. G. Biju
Coordinator, IPR




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IQAC meeting held on 12.12.2022 at 9.00 pm

Agenda

1. Discussion of New Benchmarks introduced by NAAC.
2. Progress of Data Collection
3. Constitution of Selection Committee for the promotion of Associate Professor and Professor as per the circular from the management dt 20.9.2022
4. Any other matter.

A) Members Present

1. Principal 
2. A.R. Bijji
3. Sumitra Nair 
4. Madhavi Krishnan P.B. 
5. Biju K. 
6. Shobha S Nair 
7. Daffneer. m. k. 
8. K.K. Narayanan 

B) The following members were not present in the meeting.

1. Dr. Deepa.K. Asso. Prof. of Physics
2. Sri. Jayaprasad V.C, Head Account

C) Action taken report

1. Conducted an orientation programme for the faculty on the topic Gain PF on 11.11.2022 at Panchs Hall. Dr. Sathiesan M.K., Member IQAC was the Resource person.
2. Conducted the seminar on IPR in collaboration with PG Department of Commerce sponsored by NIPAM on 18.11.2022
3. Received the activity report from all the Departments for the Academic year 2021-22, except the Department of Commerce and English and handed over to the same to the Website Committee for uploading in the College website.

d) Resolutions

1. Decided to conduct a discussion session on the new benchmarks introduced by NAAC on 14.12.2022, Wednesday at 9.30 am for all the Stake holders.
2. As per the directions from the Secretary NCS College central Committee, the following members were nominated to the selection committee for the verification of APAR submitted by the faculty for their promotion.
 1. Dr. R.K. Brijin, Co-ordinator, IQAC
 2. Dr. Sathisap M.K, Asso. Prof. of Chemistry
 3. Dr. Deepa.K, Head & Asso. Prof. of Physics
 4. Dr. Usha.K.K, Head & Asso. Prof. of Mathematics
 5. Dr. Prasanna.M.K, Head & Asso. Prof. of Chemistry.
3. The Committee nominated Dr. Sumitha P.V, Assistant Prof. of Hindi and Dr. Raji. P.V, Assistant Prof. of Mathematics to IQAC in the vacancy of Dr. Sumitha Nair, Assistant Prof. of Malayalam, Smt. Soukhi. C.C, Assistant Prof. of Botany.
4. Approved the selection committee report of Dr. R.K. Brijin Assistant Prof. of Physics and Dr. Sreejithi P. Assistant Professor of Chemistry for their promotion to Associate Professor. (As per the circular No. IQAC/Sel/01 dt. 21.11.2022 from the Principal, PRNSS College, Mattanur)
5. As per the directions from the management it is decided to collect the APAR of all the faculty members up to the Academic year 2020-21 on or before 31.12.2022 for avoiding the delay of promotion of faculty members.
6. Analysed the progress of data collections from the Departments.

Brijin
12/12/2022

Director IQAC
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IQAC Meeting Held on 17.01.2023 at 10.30 am

Agenda :-

1. IQAC Director is on commuted leave, charge to be handed over.
2. IQAC - NAAC - preparation work, college timings - need change - discussion needed.
3. Any other matter.

A) Members present :- 1)

- 2) Deega. K
- 3) Shobha S Nair
- 4) Sathesaran. M.G
- 5) Praveed. N
- 6) Mithun Krishnan P.B
- 7) Sumith P.V

B) The following members didn't participate in the meeting:-

1. Dr. R K Biju.
2. Sri. Akhil K Sreedhar
3. Sri. V C Jaya prasad
4. Sri. K K Narayanan;

c) 1. A discussion held on the matter of Agenda No. 1 and - the committee decided to give the charge of IQAC director to Dr. Sathesaran M.K. for the time being till the IQAC director joining back to the duty.


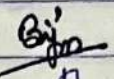





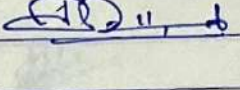
2. A discussion held on the Agenda Point No. 2 and the committee recommended to conduct meeting to finalize the time change of college - IQAC work.

Meeting ended by 11.40 am.

IQAC meety held on 01.02.2023 at 1.30 pm
agenda

1. AQAR 21-22 Submitted
2. Approval of PBAS
3. Any other matter.

a) Members present

1. Principal 
2. R.K. Biji 
3. Balheeran. M. G 
4. Midhun Krishnan P.B 
5. Dr. Sumitha PV 
6. Deepa. K 
7. K.K. Varma 
8. Jayaprasad VC 

Director IQAC
PMS College
Mettur

b) The following were not participate the meety.

1. Dr. Praveed. N, Assistant Professor of Economics
2. Dr. Rags. P. Y, Assistant Professor of Physics
3. Athilika Sreedhar, Assistant Professor of physical Educatn.
4. Dr. Shobha. S. Nair, Assistant Professor of Commerce.

c) Action taken report.

1. Conduct a discussion session on the new Benchmarks introduced by NAAC on 14.12.2022 at Pagersi hall. Dr. R.K. Biji, Coordinator of IQAC impacted as a resource person.
2. Monitored the progress of activities and data collectn from the departments.
3. Collected the APAR of all faculty members upto the academic year 2021-22.

d) Resolutions

1. ~~Some~~ meeting decided to upload the AQAR of the Academic year 2021-22. charge assigned to the conveners of all the section to upload AQAR.

2. Approved the selection Committee minutes for the promotion of Dr. Aneena.P.T, Assistant Professor of Zoology (Academic level II) to Assistant Professor - Academic level 12, Dr. Sumitha Nar. N, Assistant Professor of Malayalam, Dr. Radhamani. C.P, Assistant Professor of History and Dr. Raghav Raghavan, Assistant Professor of English from Academic level 12 to ~~Assistant Professor~~ Academic level - 13A (Associate Professor)

Meeting ended by 2.30pm

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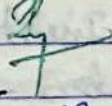


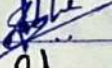

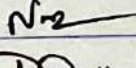

IQAC meeting held on 17.02.2023 at 7:30pm.

Venue: IQAC Room

Agenda

1. AQAR 2021-22
2. Collaboration with IQAC. Activities
3. Feedback analysis
4. One day Seminar on NEP and Afters effect.
5. Any other matters

A) Members Present.

1. Deepa. K 
2. R.K. Biju 
3. Satheshan. M. G 
4. Ashil. B. Shreechandra
5. Shobha S Nair 
6. Mithun Krishna P.B 
7. K.K. Nanganam 
8. Jayaprasad V. C 

Director IQAC
P.R.S.S. College
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B) The following members did not participate in the meeting.

1. Dr. Praveed Ninkilani, Asst-Professor of Economics.
2. Dr. Ragi. P.V, Assistant Professor of Malayalam
3. Dr. Sumathi. P.V, Assistant Professor of Hindi

C) Action taken Report

1. Coordinator reported the progress of uploading AQAR-2021-22 and decided to complete the same on or before 28.02.2023.

D) Resolutions

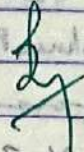
1. Decided to organise two day Science Exhibition in Association with Science departments on 28.02.2023 & 01.3.2023.
2. Decided to conduct a programme in collaboration with

Kerala Academy of Sciences on 02.03.2023.

3. Decided to sign a Memorandum of Understanding (MOU) with KITES an NGO organisation to promote joint Educational and cultural collaborations.
4. IQAC decided to collaborate the IPR webinar jointly organised by the Dept. of Hindi and NIPAM on 20.02.2023.
5. Analysed the action taken report of the Teacher Feedback, Curriculum, Department and college during the academic year 2021-2022. The Consolidated report is handed over to principal for further actions.
6. The coordinator reported to organise a one-day Seminar on the topic "Institutional perspectives on reforms in Higher Education - NEP and its Action Agenda" on 24.02.2023.

meeting ended by 3.00 pm


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

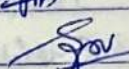
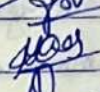
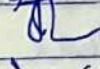

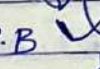

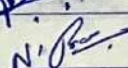
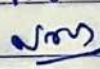
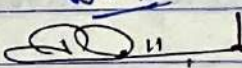

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IQAC Meeting Held on 24 March 2023 at 1.30 pm.
Venue: IQAC Rooms

Agenda :-

1. AQAR Filing
2. Approval of PBAS of Dr. Shaji EV & Dr. Shobha
3. File preparation for SSR
4. Any other matter.

A) Members present :-

1. Dr. Deepa K 
2. Dr. R. G. Nys 
3. Dr. Sumith PV 
4. Achal K. Sreedhar 
4. Satheesan. M. G 
5. Ragi P V 
6. Michum Krishnan P. B 
7. Shobha S Nair 
8. Dr. Praveed. N 
9. K. K. Nargames 
10. Jayaprasad V. C 

B) All the members participated the meeting.

C) Action taken Report

1. As per the circular from NAAC the date uploading of AQAR is extended up to 31.05.2023. Hence the meeting decided to extend upload the same as early.
2. Successfully organized the Science Exhibition on 28.02.2023 and 01.03.2023.
3. Organized a ~~sem~~ one day seminar in connection with National science day on 02.03.2023 with the collaboration of Kerala Academy of Sciences.
4. Signed an MOU with Kites an NGO organization on 24.02.2023.

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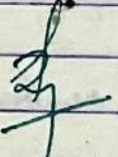
5. Organised a webinar on IPR in collaboration with NIPAM and Dept. of Hindi on 20.02.2023.
6. Conducted One day seminar on "Institutional perspectives on reforms in Higher Education - NEP and its after effect" on 24.02.2023. Prof. Sabu. A, Pro. Vice Chancellor, K.U, Inaugurated the programme.

1) Resolutions :-

1. Decided to upload the AQAR for the year 2022-23 with in or before April 30.
2. Approve the PBAS of Dr. Shobha. S. Nair, Assistant Professor of English and Dr. Shaji. E. V., Assistant Prof. of Commerce from Academic level 11 to Academic level 12.
3. Decided to arrange the tiles in to 55 meters as per the new guidelines for SSR prepared by NAAC.

Meeting ended by 2.15 pm.


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







IQAR meeting held on 08.05.2023 at 10:30 pm.

Venue: Principal chamber

Agenda

1. AQAR filing
2. Approval of PBAS
3. Any other matters

A) Members Present

1. Prof. Rajesh. R. 
2. R.K. Biju 
3. Sathesam. M. G. 
4. Akhil. K. Sreedhar 
5. Shobha S. Nair 
6. Michum Krishnan P. B. 
7. Sumith P.V. 
8. K.K. Narayan 

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Mallur

B. The following members did not participate in this meeting.

1. Dr. Deepa's
2. Dr. Ragi. R.V
3. Dr. Praveed. N
4. Jayaprasad V.C.

C) Action taken Report.

1. Decided to upload the AQAR 2021-22 on or before 31.05.2023
2. Details of the files kept in the departments was handed over to Department heads.

D) Resolutions.

1. Decided to speed up AQAR filing and also authorise the coordinator to schedule criterions wise meeting if necessary.
2. Approve the PBAS of Dr. Sumith. P.V, Asst. Prof. of Hindi, and Dr. Ambili Nair, Asst. Prof. of Zoology from Academic level 11 to 12, and ~~Dr~~ Akhil. K. Sreedhar

Assistant Professor of Physical Education from
Academic level 10 to 11.

meeting ended by 11.30 am

~~Signature~~

Director IQAC
PRNSS College
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Signature

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