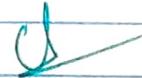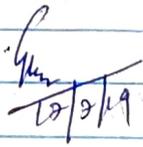# IQAC Meeting

Date :- 17/7/19
Time :- 2.30 Pm.
Venue :- IQAC Room

Agenda

1. Discussion and preparation of the Plan of Action for 2019-20
2. Guidelines to be issued to the departments for the maintenance of academic standards.
3. Updation of the college Website
4. Plan for the reassessment in the aftermath of the last NAAC accreditation
5. Submission of AQAR for 2017-18 and 18-19
6. Nomination of external experts into IQAC
7. Any other matter.

Members present

1. Dr. M.S Anilkumar (Principal)
2. Dr. N. Gopakumar (IQAC Co-ordinator)
3. Dr PA Ramesh Kumar
4. Dr Sudhadevi
5. Dr Sniprabha. k. S
6. Dr K. Radhakrishnan
7. Dr R.S Balamurali
8. Dr Dilip. A.S
9. Dr S.R Jayasree (Council Secretary)
10. Smt Kavitha TR (Librarian)

Minutes of the meeting

The meeting started at 2.30 Pm under the presidentship of Dr. M. S Anilkumar, Principal of MG College. He announced the decision of the college council to appoint Dr. N. Gopakumar as the IQAC Co-ordinator in the place of the vaccancy created by the promotion of the former IQAC Co-ordinator Dr. M.S Anilkumar to the post of Principal of M.G College. Dr. K. Radhakrishan was also inducted into the IQAC in the vaccancy created by the promotion of Dr. V.M Anandakumar to the post of the principal of VTM nss College Dhanuvachapuram.

The meeting discussed the prevailing accademic ambience of the college after the NAAC accreditation and expressed the hope that with the proper documentation, College can move to the highest ladder of quality.

Decisions of the Meeting:-

(1.) Decided to prepare a plan of Action of the College for the ongoing accademic year encompassing all the activities. The meeting decided to conduct informal brainstorming sessions of the IQAC members to prepare a draft plan of action and to forward the draft to all departments to incorporate their ideas into it.

(2) The meeting unanimously decided to start effective measures to update the Website of the College as it is the gate way to the public in the new information technology era.

(3) The committee felt the need of better co-ordination among the departments to streamline the academic performance of the college. The committee decided to continue the present practice of entrusting each IQAC member with the responsibility of co-ordinating two dept.

(4) Everybody expressed the hope that if the college go for reassessment within the stipulated frame work of NAAC it is possible to get a better grading of the college. The committee decided to take a final decision after assessing all the parameters of the college.

(5) Decided to strengthen the research activities of the college by attracting more funds from the funding agencies.

(6) The AQAR's of 2017-18 and 18-19 should be submitted online to the NAAC as when required. The meeting decided to inform all the faculties about the importance of AQAR submission.

(7) Decided to take the feed back from all the stake holders

(8) Decided to co-opt two external experts into the IQAC after getting the permission of the management.

(9) Decided to set up a sub committee to scrutinise the proposals of faculty members
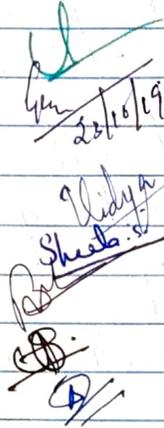The meeting came to an end at 4.45 pm.

Principal
Mahatma Gandhi College
Thiruvananthapuram

IQAC Meeting

Date: 23/10/19
Time: 2.30 Pm
Venue: IQAC Room.

Members present:

1. Dr. M.S. Anilkumar
2. Dr. N. Gopakumar
3. Dr. PA Ramesh Kumar
4. Dr. Vidya Rajagopal
5. Mrs. Sheela. S.
6. Dr. R.S Balamurali
7. Dr. Dilup. A-S
8. Dr. K. Radhakrishnan.

Minutes of the Meeting.

The meeting started at 2.30 Pm and Dr M.S Anilkumar principal was in the chair. Dr Vidya Rajagopal and Mrs. Sheela S have been nominated to the IQAC in the vacancy of Dr Sajith Dr. Sujatha and Dr Sudhadevi who were relinquished the post of academic committee convener and research committee convener.

(1) The draft of the plan of action was prepared and circulated to all the departments

to elicit their opinion.

(2) The Website committee has been reconstituted and the committee met twice to chalk out the strategies for improving the site.

(3) All the depts were asked to pres submit the data for the AQAR in the format prescribed by NAAC. Hard and soft copies of the format were circulated to the depts. The faculty members who are in charge of the respective depts are instru entrusted with the task of tot giving clarifications to the depts for preparing the AQAR.

(4) As part of the Strengthening the activities research activities, IQAC instructed the research committee to make awareness among the faculty members about the STRIDE project of Govt of India. Accordingly the research committee organised brain storming sessions for the faculty members and asked to submit the proposals to DST within the stipulated time frame.

(5) The subcommittee comprising Dr al Gopakumar Dr k Radhakrish and Dr Dilip AS effective scrutinised the promotion proposals.

Decisions of the meeting:

(1) Decided to study the feasibility of conducting online feedback from all stake holders from 2020-21 academic year on wards.

(2) Decided to conduct the MGC-ARC in this year also. And entrusted the research committee to / take immediate appropriate measures
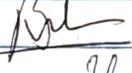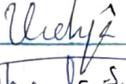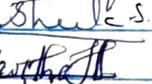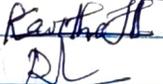
for it.

(3) Decided to upload the "plan of action" of the college in the Website once after getting the suggestions from the departments.
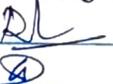
Principal
Mahatma Gandhi College
Thiruvananthapuram

IQAC Meeting

Date : 30/1/2020
Time : 2.30 PM
Venue: Council Room.

Agenda

1. AQAR uploading reg.
2. Any other matter

Members present:

1. Dr. M.S. Anilkumar (Principal)
2. Dr. Balamurali R.S (Coordinator)
3. Dr. Vidya Rajagopal (English)
4. Sheela.S.
5. Kavitha. J.R. (Librarian)
6. Ramkumar
7. Dr.K. Radhakrishnan
8. Dr. Dileep. P.A+

The meeting started at 2.30 PM in the college council room with silent prayer and Acharya Anusmaranam and Dr. M.S. Anilkumar, Principal was in the chair. Dr. Balamurali R.S. took charge of the responsibility of IQAC coordinate from 1.1.2020 onwards as Dr. N. Gopakumar got deputation as Controllor of Examinations, University of Kerala. The meeting congratulated Dr. N. Gopakumar for his new posting and wishes him a successful tenure in the post of Controller of Examinations.

1. Detailed discussion on preparation of AQAR

uploading was done in the meeting. The co-ordinator explained the new changes in AQAR uploading and preparations and data collection and compilation done so far and expressed the confidence in uploading the AQAR before the last date announced by NAAC. IQAC members extended their full fledged support in the process of uploading the AQAR.

2. The meeting decided to conduct a training program(2-day) for the Sem IV PG students of the college on "Research Methodology" and Presentation Skills" before their project submission to University Financial assistance for the conduct of this program may be sought from the PTA of college.

3. It is also decided to conduct a training program to teachers on Moocs/Online educational resources and non-teaching staff on admn matters, UGC regulations and file documentation this academic year itself.

4. IQAC decided to conduct student Satisfaction Survey and Feedback from outgoing UG-PG students 2019-20, before June 2020.

Principal
Mahatma Gandhi College
Thiruvananthapuram

IQAC Action Taken Report 2019 – 20

Meeting on 17/07/2019

1. Preparation of Plan of action for the academic year 2019 – 20 started
2. Preparation of pending AQARs started.
3. Initiated steps to collect feed from various stakeholders
4. Initiated steps to constitute sub-committee for the scrutiny of placement proposals submitted by faculty members
5. Website committee reconstituted

Meeting on 23/10/2019

1. Draft Plan of action for the academic year 2019 – 20 completed and circulated to departments
2. Preparation of pending AQARs continued.
3. Organized brain storming sessions to prepare proposals for research funding
4. Decided to organize MGC – ARC

Meeting on 31/01/2020

1. Pending AQAR uploading completed.
2. Training programme on Research Methodology and Presentation Skills conducted.
3. Initiated steps to conduct student satisfaction Surveyand feedback from various stakeholders.

IQAC Coordinator

Principal

Principal
Mahatma Gandhi Coll:
Thiruvananthapuram