

Minutes

The meeting began at 7:30 pm via Google Meet. The Committee decided to conduct International Conferences organized by IQAC in association with the various departments of the college. The tentative dates are expected to be between the 15th of January and 15th of February.

The Committee reviewed the progress of NIRF, AICTHE and AQAR 2020-21 consolidation. It was also decided to conduct a health camp and issue health cards to students.

The meeting came to an end at 8:30 pm.

Principals

H.M.S.P.B.N.S.S. College for Women
Neeramankara, Typem

Bullet

Dr. Subha R. Naik
IQAC Coordinator

Notice

It is decided to conduct a meeting of IQAC on 28/03/2022 at 8:15 pm.

Venue: Conference Hall.

Agenda:

- (1) Review of International Conference
- (2) DCA course for students.
- (3) Any other matter

Bullet

Dr. Subha R. Naik

✓

Principal

Members Present:

- (1) Dr. Devika S
- (2) Dr. Subha R. Naik
- (3) Dr. Asha K. Naik
- (4) Dr. Asha Devi

- (5) Ms. Sarita RR
- (6) Dr. Sheya T
- (7) Dr. Hema M
- (8) Dr. Leleshni Menon HDSR
- (9) Dr. R. Ashwadev

Minutes

The meeting began at 3:15 pm. The Principal congratulated the IQAC team for the successful completion of the International Conference.

The committee also reviewed the health camp conducted by IQAC in association with NSS for the college students as well as the residents of the locality. Health cards were also issued to first year students.

Decision was also taken to conduct the DGA course for first and second year students based on the MOU signed between the college and Kalvi Institute.

The committee unanimously expressed their happiness in continuing activities under the 'Snehdhayam' initiative of IQAC. Various programs taken up by the college were reviewed and it was decided to continue the SSP program through the coming years too.

Decision was taken to start initiate preparations to start MOOC courses on various topics for the students. As the lockdown restrictions are coming to an end, the RSP will continue from academic year 2022-23 onwards based on the request from teachers.

Online feedback will be collected from all stakeholders on curriculum and SES will also be conducted on various aspects of the institution as well as teaching learning process as an IQAC initiative.

S. A
Principal

Notice

An Online Meeting of IQAC will be conducted at 7:00pm on 4/4/2022

Meet Link: <https://zoom.google.meet.google.com/join?token=xzz-0ivgym>

Agenda:

- (1) Accreditation related matters
- (2) Any other matter.

Subba
Dr. Subba R. Naik
IQAC Co-ordinator

S.A.
Principal

Minutes

The meeting started via Google Meet at 7:00pm. The Principal instructed the Committee to start the works related to the 4th accreditation of the institution as the current accreditation will end by October 22. The IQAC Co-ordinator Dr. Subba R. Naik was proposed to act as the NAAC co-ordinator also and it was proposed to form a NAAC working committee comprising of minimum 7 members from various departments. Each criterion will be assigned to an IQAC member and a NAAC Committee member, both of whom will be responsible for the works related to that criterion.

Heads of Departments will be responsible for all NAAC related works of that department. It was also decided to instruct department to update all documents related to department level academic and administrative activities to ease SSR preparation.

Faculty development programs will be taken up for the benefit of teachers & staff members.

Meeting came to an end at 8:45pm.

IQAC & NAAC Committee Meeting

Notice:-

It is decided to conduct a meeting of IQAC & NAAC teams members at 10:30 am on 8/6/2022 at college Conference hall.
Please make it convenient to attend.

Balaji
NAAC-IQAC Co-ordinator

S. A. I.
Principal

Members Present

Dr. S. Devika (Principal) ✓

Dr. Aswathy A ✓

Radhika R ✓

Dr. Lakshmi Menon ✓

Mr. NIBM. 021 ✓

Dr. Reji J.R ✓

Dr. P.S. Hema ✓

Dr. Divya K.R ✓

Dr. R. Ashadevi ✓

Dr. Leena I.K ✓

Dr. Mini. M. Naik ✓

Saritha. K.R ✓

Dr. Subha. R. Naik ✓

Dr. P.S. Hema ✓

Minutes

The meeting began at 10:30 am. The Principal instructed the NAAC Co-ordinator to discuss the various Criterion templates of the new SSR format and to ~~discuss~~ review the list of files and registers kept by departments so as to initiate SSR related data collection and consolidation.

It was decided to circulate the data collection template of SSR among

departments by 29/6/22. Each criterion coordinators will be responsible to collect the data and supporting documents from the departments and to ensure that all required data is obtained within time to aid SSR preparation.

Each templates and qualitative matrices were discussed in detail.

The meeting also decided to start the DCA program along with KALVI at the earliest. Departments will be instructed to include more value added courses for the benefit of students. Extension activities, RSP, SSP and other initiatives under 'One dayan will be continued with more enthusiasm as quality enhancement initiatives and best practice of the institution.

Website renovation works for and SSR uploading will be initiated and it was decided to start a minimum of 3-4 MOOC courses by the end of the month.

The feed back collected on curriculum and SSS were reviewed by the committee and presented to the Principal.

It was also decided to conduct department visits to check the various documents, files and registers maintained by them. The visit will begin from 10/6/2022 as per schedule.

The meeting came to an end at 11:30 am.

Notice

A meeting of IQAC & NAAC Committee will be conducted on 15/06/2022 at 3:15 pm.

Venue: Conference Hall

Agenda: Review of Department visits
Any other matters.

Date

Dr. Sabha R Nair
(IQAC & NAAC Co-ordinator)

S.A.M
Principal

Members present (1) Dr. S. Devika ✓

(2) Dr. Sabha R. Nair ✓

DRN

(3) Dr. Min. M. Nair

M.M.N

(4) Dr. Vandana B

V.B

(5) Savitha K R

S.K.R

(6) Bhavya K.S

B.K.S

(7) Dr. Asha R Nair

A.R.N

(8) Dr. R Ashader

R.A

(9) Dr. Reji J.R

R.J.R

(10) Dr. Leena K.R

L.K.R

(11) Dr. P. S. Hema

P.S.H

(12) Dr. Harshini Menon

H.M.

(13) Dr. R. Ashader

R.A

Minutes

The meeting started at 3:15 pm. The Principal convened the criterion co-ordinator to present the extend to of data collection conducted till date. Further, the members discussed in detail their feed back on the department visits conducted so far.

As per discussions, it was assessed that the data collection and consolidation work for SSR will need a minimum of

1-1.5 months to reach a satisfactory level.

Meanwhile, as the assessment year 2021-22 was extended upto August 31, '22 by NAAC, it was decided to instruct all departments to conduct programs and extension activities and to provide the reports of the same to the co-coordinators without delay.

Doubt classifications on SSR matrix were taken up by the IQAC Co-ordinator. It was also decided to discuss the feedback on department visits with the HODs to aid corrections and updations.

S.P.
Principal

H.H.M.S.P.E.N.S.S. College for Women
Neeramankara, Tvm

[Signature]
Dr. Sabha R. Naik

CO-ORDINATOR
IQAC

NOTICE

A meeting IQAC and NAAC working Committee members is scheduled at 3:15 pm on 22/06/2022.

Venue: Conference Hall
Agenda: Revised SSR format

Date

NAAC+QAC Co-ordination

S.A

Principal

- Members Present:
- (1) Dr. S. Devika SD
 - (2) Dr. Sabha R. Nair SRN
 - (3) Dr. Lakshmi Menon Lakshmi
 - (4) Dr. Imsatty A IA
 - (5) Dr. P.S. Hemma Mia
 - (6) Mrs. Santha K.R SKR
 - (7) Dr. Vandana B VB
 - (8) Dhanya K.S DKS
 - (9) Radhika R RK
 - (10) Dr. Asha K Nair AKN
 - (11) Dr. Leena K.R LR
 - (12) Resmi. R.S RS
 - (13) Dr. Reji J.R RJ
 - (14) Dr. R. Ashodini RA

Minutes

The meeting commenced at 3:15 pm. As per agenda, the IQAC co-ordinator presented the revised SSR format is detailed to the committee. The various aspects were discussed in detail and the changes in the new format as compared to the earlier version were discussed.

It was decided to make the required changes in the data collection template that are to be circulated to the departments.

The meeting came to an end at 4:30 pm

S.P.

Principal

H.H.M.S.P.B.N.S.S. College for Women
Neeramankara, Tvm

Dule

Dr. Suchita R. Naik

CO-ORDINATOR
IQAC

Notice:

An online meeting of IQAC and NAAC Committee will be conducted at 7:30 pm via Google Meet on 10/08/2022

Link: <https://meet.google.com/xzz-oivj-gmc>.

Agenda: SSR Preparation.

Dule

IQAC & NAAC Co-ordinator

S.P.

Principal.

Minutes:

The meeting started at 7:30 pm via Google Meet. The IQAC Co-ordinator presented the extend of data collection from departments and clubs/committees till date. Based on the review, the Criterion co-ordinators were instructed to communicate with HODs and complete the criterion wise data collection before 30/8/2022.

Criterion Co-ordinators presented the work done so far in SSR preparation. The Principal strictly instructed that NQA submission can be done only after completing 90% of SSR preparation.

It was decided to procure all required documents from University before September 15th so that NQA can be successfully submitted by October 15th.

The meeting came to an end at 8:30 pm.

Notice

A meeting of IQAC & NAAC members will be conducted at 10:30 am on 6/9/2022.

Venue: Conference Hall

Agenda: DSSR Preparation

Date: 10/09/2022
IQAC/NAAC Coordinator:

Members Present:-

(1) Dr. M. M. Nair

M.

(2) Mrs. R. S.

R.S.

3. Dr. Vandana B

B.

4. C. Radhika R

R.

5 Dr. Ashak Nair

A.N.

6 Dr P S Hema

P.S.H.

7. Dr. Dinesh K.R

D.K.R.

8. Dr. Leena K.R

L.K.R.

9. Saritha K.R

S.K.R.

10 Dr. S. Shreya

S.

11. Dr R. Ashadevi

R.A.

12. Dr. Reji J.R

R.J.R.

13 Dr. Aswathy A

A.S.W.

14. Dr. Subha R. Naas

S.R.N.

Minutes

The meeting began at 10:30 am. The IQAC Co-ordinator requested the Principal Co-ordinator to present the extend of work done on SSR preparations. Data templates and supporting document preparation were reviewed in detail.

The committee observed that nearly 85-90% of SSR preparation can be completed by September last and decided to request the Principal to initiate procedures for ILOA submission by October first week.

The committee also requested the principal

to include a few more members into NAAC Working Committee to facilitate timely completion of SSR preparation. A request to include a few more faculty members into a 'Website Committee support group' was also presented for efficient functioning. It was also decided to instruct departments to submit the reports of all activities conducted between 1/4/2022 to 30/8/2022 before 15th of September.

The committee also reviewed the conduct of value added courses on 'Fundamentals of computing' and QCA - Batches I & II. Steps will also be taken to continue the same for future years. Student Counselling will be continued on a weekly basis this year also.

The meeting came to an end at 11:30 am.

Principal
H.H.M.S.P.A.N.S.S College for Women
Neeramankara, Tvm

Dr. Sabha R. Nair

CO-ORDINATOR
IQAC

Notice

A meeting of IQAC ~~on 6/10/2022~~ is scheduled on 6/10/2022 at 4:00 pm.

Venue: Conference Hall.

Agenda: Review of SSR Preparation.

Dr. Sabha R. Nair
IQAC & NAAC Co-ordinator

Principal.

Members Present

- (1) Dr. S. Devika (Principal)
- (2) Dr. Subha R. Nair
- (3) Dr. Asha K Nair
- (4) Dr. P.S. Hema
- (5) Dr. Savitha K R
- (6) Dr. Lakshmi Menon
- (7) Dr. Bhupita I
- (8) Dr. Mini M Nair
- (9) Dr. R. Ashadevi

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Minutes

The meeting started at 4:00pm.
 The Principal instructed the IQAC Co-ordinator to present the progress of SSR preparation. The Criterion Co-ordinators along with the IQAC Co-ordinator discussed the current status of work and it was decided to request departments to update remaining details pertaining to student progression and value added programs for the period June to August 2022. The Principal instructed the committee to accelerate the works so as complete 90% of SSR preparation by October last.

The Principal commended on the hard work put in by the Committee members. ~~and requested them to~~. The doubts and queries of criterion co-ordinators were clarified by the Principal and IQAC Co-ordinator.

The meeting came to an end at 6:00pm

S. D
Principal

Bulle
Dr. Subha R. Nair

Notice

It is decided to conduct a meeting of IQAC on 18/10/2022 at 4:00 pm.

Venue: Conference Hall

Agenda:

- (1) SSR preparation review
- (2) IQA submission related matters
- (3) Any other matter

Quorum

IQAC Coordinator

Members Present

S.A. ✓

Principal

(1) Dr. S. Devika (Principal) ✓

(2) Dr. Subha R. Nair ✓

(3) Dr. Asha K Nair ✓

(4) Dr. P.S. Hema ✓

(5) Dr Lakshmi Menon ✓

6 Dr. Santha K.R. ✓

7 Dr. Shreya I. ✓

8 Dr. Mini M. Nair ✓

9 Dr. R. Ashadevi ✓

Minutes

The meeting begins at 4:00 pm.

The committee reviewed the progress of SSR preparation and came to a conclusion that the work was nearly 85-90% work was over. Based on this observation, the Committee decided to initiate the process of IQA submission and requested the principal to take appropriate steps for the same.

Review on departmental documentation was also done by the IQAC members and it was decided to conduct the second departmental visit soon after IQA submission. Decisions on conducting

staff meeting for clarifications and updatings of NAAC accreditation related matter was also agreed upon unanimously. The meeting came to an end at 5:45 pm.

Principal

H.H.M.S.P.E.N.S. College for Women
Koramangala, Tpdm

CO-ORDINATOR
IQAC