

Minutes of Meeting Conducted on 1. June 2020

Agenda

- 1) Reconstitution of IQAC
- 2) Planning for Programs for the new academic year

Members Present

- 1) Dr Ampil Aravind,
- 2) Dr Sumilkumar A.S.
- 3) Dr Smilha R.
- 4) Dr Suresh Kumar K.
- 5) Dr Devika R.
- 7) Dr Sreekala S.
- 8) Dr Minikunari D.

Ampil Aravind
Sumilkumar
Smilha
Suresh
Devika
Sreekala
Minikunari

Other stake holders -
Office Representative - Manikandan K. Manikandan

Resolutions -

After discussing the matter in detail, decided to reconstitute the IQAC as follows.

IQAC Composition

Management representative:-

Principal - Dr Ampil Aravind

Co-ordinator: Dr K. S. Sagar

IQAC Members

- 1) Dr Ampil Aravind
- 2) Dr Smilha R.
- 3) Dr Sumilkumar A.S.
- 4) Dr Seema menon K.P
- 5) Dr Sureshkumar K.
- 6) Dr Devika R
- 7) Dr Sreekala S.

Smilha

Suresh

2) Dr Minilcumari D.

Other stake holders.


- 1) Sri Manilcomdan. I.C. (HA office)
- 2) PTA Vice President-
- 3) College Union Vice Chairman
- 4) Alumni Representative.
- 5) PTA Representative
- 6) I/M. Model School.

Plan of Action for the Year 2020-21


- 1) Completion of Research block
- 2) Library and Office Automation
- 3) Facilities for Online Learning
- 4) Precautionary Measures for Pandemic situation
- 5) Decided to conduct online examination & online research proposal presentation
- 6) Decided to conduct webinars & online workshops.
- 7) Decided to conduct online FDP for teachers on online learning platforms.
- 8) Decided to conduct various diverse program for different clubs based on online platform.
- 9) Decided to plan different program focused on NAAC visit -
- 10) Decided to complete the process of publication of a Journal -
- 11) Research methodology workshop for Research scholars.
- 12) Equip all classroom with surveillance camera for examination
- 13) Digitalization of classrooms. walls

• multimedia.

14) Infrastructure development.


Q. admnstr




PRINCIPAL
N.S.S. Training College, Ottapal

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Minutes of IQAC meeting held on 11/8/2020

Agenda

- 1) CAS promotion of the following teachers
Dr. Minikumari. D } Asst. Professor Senior grade
Dr. Mridula. K. } Level 11 to Level 12
Dr. Sheeba krishnan - Asst. Professor level 10
to Level 11
- 2) Discussion on future programmes of IQAC

Members Present

- 1) Dr. Smitha. R Smitha
- 2) Dr. Sajan. K.S Sajan
- 3) Dr. Sureshkumar. K Sureshkumar
- 4) Dr. Seema Menon KP - Seema
- 5) Dr. Sreehale. S Sreehale
- 6) Dr. Minikumari. D Minis
- 7) Dr. Sunil Kumar. A.S Sunil
- 8) K. Manikandan. Manikandan

Resolutions

The assessment criteria (APAR)
As per UGC Regulation 2018, No. F.1-2/
2017 (EC/PS) dated 18th July 2018
for college teachers as per table 1
(Appendix II) is as follows.

- 1 Teaching
- 2 Involvement in the college related activities
Research activities
- 2(a) Administrative responsibilities
- 2(b) Examination & evaluation duties
- 2(c) Student related extension activities
- 2(d) Organising Seminars, Conferences etc..

- 2(e) Evidence of Ph.D guidance
 2(f) Major & Minor research project
 2(g) Single Or joint publications in
 peer reviewed / Ugc approved journals

D) Dr. Sheeba Krishnan
23-11-2015 to 22-11-2016

I) Teaching - No. of classes conducted
 per week - 100% - GOOD

2. Involvement in College related activities

2(a) Co-ordinator - Science club, community
 living camp (A Heedee & Accomodation)
 Member - placement cell, Academic
 monitoring cell, grievance cell, Research
 monitoring & advisory committee.
 NAAC criteria - 6, Admission committee

2(b) Additional examiner B.Ed Theory & practice
 Invigilator - B. Ed, University, Model,
 distance eds examinations
 Question paper setter - B. Ed phy. Science
 Kerala & M.G. University

2(c) Co-ordinator - Science club, student
 Seminars, Study visits, remedial teaching
 & peer tutoring, APJ AbdulKalam
 Ammuvaram

Member - Free tutorials, Cultural programs
 Arts fest, Sports club, related programs
 Community related programs

2(d) Co-ordinator - Workshop, field trip,
 SUPW Workshop, Science day
 participation & paper presentation - National &
 State level - 3 no.s.

23-11-2016 to 22-11-2017

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1) Teaching

(Same as previous years)

2(a) Co-ordinator - Fine arts, Science club, Internship

Member - NAAC criteria G, Admission committee, Resend & Advisory committee, CLC, Academic monitoring cell, Placement cell

2(b) Additional Examiner - B.Ed Theory & Practical

Question paper setter - B.Ed Physical Science MG & Kevala Hq.

Invigilator - B.Ed Model & Theory B.Com & 3A (SDE)

2(c) Co-ordinator - Science club, Fine arts Student Seminar, Study visit, remedial

teaching, APJ Abdul Kalam Annamalai

Member - Extension & field, CCE Arts fest, Sports club

2(d) Co-ordinator - Workshop, field trip, teaching aid preparation

paper presenter - 1 no.

2(g) publication in peer reviewed journal - 1 no.

23-11-2017 to 22-11-2018

1) Teaching (Same as previous years)

2(a) Co-ordinator - tour & tourism club, Science club, School Internship

Advisor fine arts

Member - Admission committee, Resend monitoring, Grievance Redressal,

Anti ragging, discipline, NCC club,

Uniform committee, Workshop committee, etc

2(b) Chief examiner - B.Ed theory
 Additional examiner - B.Ed theory & practical
 Qn paper setter - MG & Kerala Uty
 Invigilator - 3rd Sem B.Com, B.Ed Model
 & theory
 B.Ed Practical exam - Member (Phy. Sci)

2(c) Co-ordinator - Same day, fine
 arts, Student Seminars, Study visits
 Remedial teaching, APJ Anusmerahan.
 Member - CLC, Extension, Arts, Sports

2(d) co-ordinator - State level seminar,
 study tour, ty aid workshop,
 Member - SUPW Workshop, paper presenter
 1 no.

2(g) Publication in peer reviewed
 Journal - 1 no:s.

23-11-2018 - 22-11-2019

- 1) Teaching - (Same as previous yrs)
- 2(a) Co-ordinator - Blue army club,
 energy club, Nature club, Tour &
 tourism, School Internship
 Member - RUSA, Women cell, AMC
 extension club, Naac criteria - 6
 Admission committee, Research Advisory
 grievance redressal, anti ragging
 cell, equal opportunity cell, CEC
 International conference committee
- 2(b) B.Ed theory & practicals & theory
 (Chief examiner) (Additional examiner)
 Question paper setter - B. Ed (Phy Sem)
 MG & Kerala Uty.

Investigator - B Ed theory & Model
BA (SDE)

Member - B Ed practical examination

(2c) co-ordinator - Science day
Blue army & native club activities
Student seminars, remedial teaching

Member - cultural celebrations,
extension, CLC, Sports, extension club.

2(d) co-ordinator - Invited lecture (2 nos)
Study tour - 1

Workshop on Tg aids - 1

Paper presented 4 no:s

2(f) MKP - 1 no:s

2(g) Peer reviewed journal paper publi-
cation - 1

She has attended Orientation course (2017-18), 2
short term courses in 2019.

Dr. Minikumar. D

4-6-2014 to 3-6-2015

I 1) Teaching - No: of classes conducted
per week - 100%. GOOD

2a) co-ordinator - Academic Monitoring
cell, Maths club, test/set coaching
Naac website 5

Member - Editorial board - college journal
PAIR & fallouts, grievance redressal
CLC (Attendance) Music club

(2b) Investigator ~~addition~~ B. Ed vty (theory & practical)
Model - theory, M. Ed (theory)
Question paper setter - M. Ed vty (B. Ed)

2(c) co-ordinator - Remedial Tg, exhibition
Maths Quiz free tuition, Math clinic

Study Visit

Member - community based activities
Sports & cultural activities

(2d) Co-ordinator - Math Association
related State Seminars, day
Observance, Workshop.

Member & paper presenter - 2 no:s
(National & State level)

4-6-2015 to 3-6-2016

1) Teaching - (as previous years)

2a Co-ordinator - Academic Calendar,
Math club, Wed/Sat Coaching,
Member - Admission Committee, tutorial
Reserve Advisory Committee
editorial board - college journal

(2b) Additional examiner - B Ed
Practical - Uty

Chief examiner - B. Ed Theory Valuation
Inspector - B. Ed & M. Ed Theory
Uty & Model

Question paper setter - B Ed (Mn & level
Uty)

(2c) Co-ordinator - Study Visit,
Math clinic, Math Association
Maths exhibition, Math Quiz
celebration.

Member - Sports & cultural
activities, community based
activities

(2d) Co-ordinator - Seminars &
Workshops - 4 no:s

Member & paper presenter - 1

(2e) paper publication in peer reviewed
journal - 1 no:s

4-6-2016 to 3-6-2017

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- 1) Teaching (as previous years)
- (2a) Co-ordinator - B.Ed practical
Math club - Sed/Net coaching
Member - Placement, College calendar
research advisory, Admission committee
Cedreval board - College journal, CLC
Arrevaan addressal
- (2b) - B.Ed Theory, Practical &
model examinations B.Ed & M.Ed
(Invigilator, Additional examiner)
Question paper setter - MEd & Kerala Uty
M.Ed Thesis evaluation Kerala.
- (2c) Co-ordinator - Study Visit, Math
club, Math association, Quiz
peer tutoring
Member - poor and fund Scholarship,
extension, Cultural & Sports related
activities
- (2d) Co-ordinator - Seminars, Workshops
Maths association activities.
Member & Paper presenter - 2 nos. & 2
- (2g) ~~publication in journal~~

4-6-2017 to 3-6-2018

- 1) Teaching (as previous years)
- (2a) Co-ordinator - Same as above
- (2b) Same as above
- (2c) Same as above
- (2d) Same as above
- (2g) publication in peer reviewed
journal - 1 no. & 5

4-6-18 to 3-6-19

- 1) Teaching - Same as previous yrs
- (2a) Co-ordinator - Academic monitoring cell, Math club, Net/Set coaching Naac criteria 5, extension programme Member - Research Advisory, tour & tourism, placement cell, KVSA library Advisory, Master Work load/ Time table, Grievance Redressal PTA executive, editorial board
- (2b) Same as above
- (2c) Same as above
- (2g) Publications in field reviewed/ Use listed journals - 7 no's
She has attended Swayam Aspit Online refresher course - 2019 & refresher course in Gender Studies - 2019.
Dr. Mr. dula. k.

4-6-2014 to 3-6-2015

- 1) Teaching - No. of classes conducted per week - 100%.
- GOOD
- (2a) Co-ordinator - Staff advisor, Bashe Vadi, English language association
Member - Extension, college journal publication committee
discipline committee
- (2b) chief examiner B.Ed theory (city)
Additional B.Ed practical
Investigator - B.Ed theory, Model (city & college level)
Question paper setter B.Ed Men & local city

(2c) Co-ordinator - college Union activities
 (language association activities,
 literature, Optional Study tour
 Student Seminars

Member - CLC food Committee

(2d) Co-ordinator - invited talk,
 Workshop

Member - National & state level
 Seminars organised by College

(2g) paper publication in peer reviewed
 journal - 1 no:s.

~~4~~ - 6 - 2015 to 3 - 6 - 2016

1) Teaching - Same as previous yrs

(2a) Co-ordinator - Fine arts show,
 Baskawadi, language association
 to practice, NAAC Witiwa - 2
 Member - Admission Committee,
 College journal

(2b) Same as previous yr

(2c) Co-ordinator - Arts fest,
 cultural programs, student seminars,
 field visit, free tuition, Remedial
 teaching

(2d) Resource person - 2 Workshops
 Subject expert - 1 no:.

Member - BOS, National & state
 level Seminars organised by College

4 - 6 - 2016 to 3 - 6 - 2017

1) Teaching - Same as previous yr.

- (2a) Co-ordinator - Women cell, film club
 Member - US board, PTA, Baskavadi
 M. Ed curriculum committee
- (2b) Same as above
 M. Ed thesis evaluation - City of
 Kerala.
- (2c) Co-ordinator - language association
 activities, Women cell programs.
 Member - film club
 Resource person - 1 no.s
- (2d) Co-ordinator - college day, Workshop
 Women's day, Arts club.
 Member - US board Arts day
 college day

4-6-2017 to 3-6-2018

- 1) Teaching - Same as above
- (2a) Co-ordinator - MOOC, Baskavadi
 language association, Admission
 committee
 Member - US board, Art & Craft
 club, film club, Medical
 Inspection committee, Academic
 monitoring cell
- (2b) Same as above (yrs)
- (2c) Co-ordinator - language Association
 activities, field trip, remedial
 by
 Member - film club, Medical
 Camp
 RP - ASAP
- (2d) - RP - EPC
 Co-ordinator - B. Ed English option Admission

Member - BOS

(2f) MRP - 1 no:8.

4-6-2018 to 3-6-2019

1) Teaching - Same as previous yrs.

(2a) Co-ordinator - MOOC, Nature club,
UBA, Practice tg, English Language
Association,

Member - UG Board, Research
advisory, Anti ragging cell, Film
club, Music club.

(2b) Same as previous yrs.

(2c) Co-ordinator - Nature Camp,
MOOC, Student Seminars,
English Language Association programs.

Member - Malayali Dinakar.com

(2d) Co-ordinator - National Seminars,
Environmental day programmes

Editor - SCERT - Del. Ed. Support Material

Member - UG Board of Studies

She has attended - Refreshed course (2018) & short run course (2019)
co-ordinator MOOC (2018) Refreshed course (2016)

As per the criteria all the 3 teachers
have ~~score~~ good (80% & above)

Score | performance for the items in
Appendix II table 1.

So IQAC observed that

Dr. Minikumari D, Dr. Mridula K
& Dr. Sheeba Krishnan have

Sufficient APAR Overall grade
in teaching & involvement in the
college student related activities)

Research activities as per amended UGC Regulation 2018 & University notifications. Hence the cell authorise principal to forward applications of the three teachers to University for promotion

Resolution - 2

IQAC plan to collaborate a program with UG (Bos) city of Calicut for the modification of B.ed curriculum regarding practice teaching

* plan to conduct a series ~~booklet~~ of Webinar from each depts of the college.

* IQAC plan to conduct a program with collaboration of HEC.

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Co. Ordnoles



[Signature]
Principal

PRINCIPAL
N.S.S. Training College, Ottapalam

Minutes of IQAC meeting held on 5/10/2020 ¹²⁰

Agenda :-

CAS Promotion of the following teachers
Dr. Smitha, Assistant Professor

Members Present :-

1. Dr. Smitha R
2. Dr. Sajjan K.S.
3. Dr. Sureshkumar K
4. Dr. Seema Menon K.P
5. Dr. Sreekala S
6. Dr. Misrikumari D
7. Dr. Susilkumar A.S
8. K. Manikandan

Smitha
Sajjan
Seema
Sreekala
Misrikumari
Susilkumar
Manikandan

Resolutions :-

The assessment criteria
performance based Appraisal System (PBAS)
revised version as per 2018
regulation (Option B)
Category - 1 Tg-Ig & evaluation related activities
Category - 2 professional devpt, co-curricular
and extension activities
Category - 3 Research & academic
Contributions.

1. 1/12/2016 to 30/11/2017

I Category - 1 - No of classes conducted
per week - 100%. GOOD

Category 2
 2(A) - Involved in scheduled tg, Study tour, District Scheme fair, judge in cultural competitions, Sports meet, student Seminars Community living camp & thoughts for the day programme
 Score 15/15 Score obtained → 19.2

II (B) - Contribution towards Corporate life & management in the department & institution through participation in Academic Committees & administrative responsibilities
 Score (15/15)
 Score obtained - 25.4

II (C) participated in 4 Workshops for professional devpt
 II C → Score → 6.2

Total II (A+B+C) → 36.2

Category - 3

III (E) - Presented paper in 1 International & 1 national Seminar.
 Score → 8

1/12/2017 to 30/11/2018

Category 1 - No of classes
conducted per week 100% GOOD

Category 2

2(A) Involved in remedial teaching
judge for Science fairs, took
duty as officials in cultural
& sports competitions, Student
Seminars, Community living
Camp, Thought for the day

Score obtained \rightarrow 18.5

Max Score \rightarrow 15/15.

II (B) - Contribution towards
departmental & institutional
academic & administrative
committees & responsibilities

Score obtained \rightarrow 25.6

Max Score (15/15)

II (c) participated in One Workshop

II (c) \rightarrow 2.4 Score

Total II (A+B+C) \rightarrow 32.4

Category 3

III (A) - 1 paper in research journal - 17.5

III (E(ii)) - Invited talk - state level
Score \rightarrow 3

III (E) presented paper in
2 national & 2 state level
seminars
Score \rightarrow 10 Marks.

Total III \rightarrow 30.5

1/12/2018 to 30/11/2019

Category 1 No of classes
Conducted per Week 100%
GOOD.

Category 2

Score obtained \rightarrow 19
Max Score (15/15)

II (B)

Score obtained \rightarrow 26.9
Max Score (15/15)

II (c) professional development
activities

Short-term course - 1

Article in newsletters - 1

Score obtained - 9

II (A+B+C) - 39

Category 3

III (A) - 1 papers, 16, 3 research journals

Score \rightarrow 59

III E(ii) Invited talk

Score \rightarrow 3

presented paper, 4 national & 1 state level Seminars

Score \rightarrow 14

Obtained

Summary 1/12/2017 to 30/11/2019

Category I \rightarrow Good

Category II \rightarrow Qualified

Category III \rightarrow

paper presentation - 38

Research - 76.5

- qualified

She has attended - 2

Two short term course of 1 week duration in 2019.

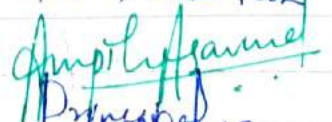
by MHRD TLC PMMMNMTT

Hence she is recommended for promotion



JQA Coordinator




Principal
N.S.S. Training College, Ottapalam

Minutes of IQAC meeting held on 17/8/21

Agenda

- IQAC Report Preparation 2018-19, 2019-20
- Dr. Bini - CAS Promotion -

Members Present:

- 1) Dr. Smilke R. Smilke
- 2) Dr. K.S. Sajam K.S. Sajam
- 3) Dr. Sureshkumar K. Sureshkumar
- 4) Dr. Seemamoni KP Seemamoni
- 5) Dr. Sreedala S. Sreedala
- 6) Dr. Minilkumar D Minilkumar
- 7) Dr. Sunilkumar AS Sunilkumar
- 8) K. Manikandam Manikandam

Resolutions:

The assessment criteria Performance Based Appraisal System (PBAS) related Version as per 2018 regulation (Option B)

Category - 1 Tg - Ig & evaluation related activities

Category - 2 professional devpt, Co-curriculum and extension activities

Category - 3 Research & academic contribution

4/6/2012 to 3/6/2013

Category 2

2(A) - Involved in evening sports, Yoga class, Annual sports meet,

Optional tour, Team manager of various extra-mural competitions, guidance & counseling, remedial coaching, Convener - medical inspection

Annual score 30

Total II(A) $15/15$

2(B) - Involved in Discipline (in charge) Anti ragging cell, PTA executive committee member, Staff Secretary General tour, Sports committee (convener) college admission committee member & Additional examiner

Total score II(B) - 37

Total II(B) - $15/15$

2(C) - Nil.

Total category II (a+b+c) - 30/30

Category 3

III(A) - Published 2 papers in journals (One international & one national)

Total III(A) - 30.

Summary - II + III $\rightarrow 60$.

4/6/2013 to 3/6/2014

Category - 2

2(A) - Involved in every yoga training yoga activities, Annual Sports meet Convener, medical inspection Convener

College assembly tr-in-charge ,
Team manager of extra curricular
Competition

Annual score 25.2
Total II(A) = 15/15

2(B) - Involved in administrative
activities as Staff Secretary, PTA
executive member, Womens club executive
member, Discipline Committee Tr-in-
 charge , Sports club Convener, Tour
(tr-in-charge), Hostel Committee
member

Total score - 38
Total II(B) - 15/15
Total 2(A+B) = 30/30

III(B) - 2 papers in ~~Journal~~
Magazine
Total 3(B) - 10

III(C) - Co Investigator of Minor research
Project - 2014
Score 3(C) - 8

III(E) - Presented paper in International Seminar-5
III(A+B+C) = ~~20~~ 23

Summary II + III = 53

4/6/2014 to 3/6/2015

2(A) - Involved in Annual
Sport meet, gym activity Sports
activity, Yoga activity for B Ed &
MED.

Aerobic training, team manager for
 Inter collegiate games, Medical Inspection
 Committee, Sports promotion
 Convener, guidance & counselling,
 Remedial teaching

Score - 28

Total II A - 15/15

2(B) - Administrative responsibilities

Total Score 48

Total II (B) = 15/15

2(C) - Professional dept activities

total score - 9

Total II (II a + II b + II c) = 39

Category - 3

III (E2) - Presented paper in national
 Seminar

III E(2) - 3

Summary II + III = 42

4/6/2015 to 3/6/2016

2(A) - Involved in professional dept
 Co-curricular & extracurricular activities

Score - 28

Total 2(A) - 15/15

2(B) - Total Score - 40
 - 15/15

2(c) total score 10

$$\text{total } 2(A+B+C) = 45$$

Category - 3 Research & Academic contributors

$$\text{III (E)} = 8$$

$$\text{III (A+B+C+D+E+F)} = \underline{\underline{8}}$$

$$\text{Summary II + III} = 53$$

Summary 4/6/2012 to 3/6/2016

Category - 2

total score - 144

Category - 3 total score - 64

II + III

208.

Minimum API required - 20 / Assessment period

She has attended

1. Orientation programme from HRDC, Kerala University from 3/3/2015 to 30/3/2015.

She has also attended a refresher course at HRDC Kerala University from 26/6/2018 to 16/7/2018

Hence she is recommended for promotion

2(c) total score 10

$$\text{total } 2(A+B+C) = 45$$

Category - 3 Research & Academic
Contributions

$$\text{III (E)} = 8$$

$$\text{III (A+B+C+D+E+F)} = \underline{\underline{8}}$$

$$\text{Summary II + III} = 53$$

Summary 4/6/2012 to 3/6/2016

Category - 2

total score - 144

Category - 3 total score - 64

$$\text{II + III} = \underline{\underline{208}}$$

Minimum API required - 20 /
Assessment period

She has attended

1 Orientation programme from
HRDC, Kerala University from
3/3/2015 to 30/3/2015

She has also attended a refresher
course at HRDC Kerala University
from 26/6/2018 to 16/7/2018

Hence she is recommended for promotion

Resolution 2 - The AQAR of IQAC 2018-19, 2019-20 has to be uploaded by May 31st, 2021. So the work is distributed Criteria wise to IQAC members

Criteria - 1	Dr. Smetha. R
Criteria - 2	Dr. Minikerwar D.
Criteria - 3	Dr. Sreehale. S
Criteria - 4	Dr. Sunil Kumar. A. S
Criteria - 5	Dr. Suresh Kumar. K
Criteria - 6	Dr. Sagar. K. S
Criteria - 7	Dr. Seema Meen K P.

AQAR of 2018-19 must be completed by April 15. & 2019-20 by May 15, 2021.


IQAC Co-ordinator




Principal
N.S.S. Training College, Ultrapalim

Minutes of Meeting of IQAC held on 24/03/24

Agenda

- Review of Activities conducted for the year 2020-21
- Future plan of Activities

Members Present

- 1) Dr Smilha R Smilha
- 2) Dr K.S. Sajan
- 3) Dr Suresh Kumar Suresh
- 4) Dr Sumit Kumar Sumit
- 5) Dr Seema Menon Seema
- 6) Dr Sreekale Sreekale
- 7) Dr. Minikmoni D Minikmoni

Resolutions

During the last years lockdown period so many online activities are carried out during the last years covid online learning period. We conducted several online quiz competitions and webinars as listed below.

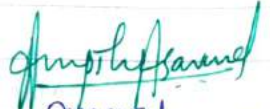
- World Env't Day Celebrations
- Lms Training for Teachers
- Internshund Quiz
- Reading Day celebrations
- Webinar on Yoga
- Anti Narcotics Day celebrations
- International Quiz Competition
- Webinar on Open source Data analysis
- Internshund Mangrove Day celebrations
- Fire Day National webinar on Research Research
- Women cell meetings -
- Online Quiz on Maths Educators
- Career awareness program etc-

This year also it is good to plan such variety of programs. Even though a lockdown and online learning may implemented.



Co-ordinator




Principal
N.S.S. Training College, Dindur

Minutes of Meeting of IQAC held on 2-Sure 21

Agenda

- Reconstitution of IQAC
- Planning for the new Academic year

Members Present

- 1) Dr Ampali Aravind
- 2) Dr Smitha R.
- 3) Dr Sunilkumar A.S.
- 4) Dr Sureshkumar K.
- 5) Dr Sreekale S.
- 6) Dr Munit Kumar D.

Ampali Aravind
Smitha R.
Sunilkumar A.S.
Sureshkumar K.
Sreekale S.
Munit Kumar D.

7) Officer representative - Sri Suresh.

to Dr Seemamoni K.P. - Sri Anandaraman K.P.

Resolutions

After discussing the Matter in Detail decided to reconstitute the IQAC as follows

1) IQAC Composition

- a) Management Representative -
- b) Principal - Dr Ampali Aravind
- c) Co-ordinator - Dr K.S. Sajin

2) IQAC Members

- 1) Dr Ampali Aravind
- 2) Dr Smitha R.
- 3) Dr Sunilkumar A.S.
- 4) Dr Seemamoni K.P.
- 5) Dr Sureshkumar K.
- 6) Dr Sreekale S.
- 7) Dr Munit Kumar D.

AKP

Other Stakeholders

- 1) Sri Suresh ~~the~~ office staff
- 2) PTA vice president
- 3) College Union ~~the~~ chairman
- 4) Alumni Representative

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- 5. PTA representative
- 6. HM of Model school.

Some more members were added to IQAC from faculty - viz Smt Lekshmi V. and Dr Shaeba Krishnan were also nominated for the IQAC - Co-ordinator. expressed his willingness to retire from his duty as Co-ordinator. But Principal suggested to continue up to next NAAC visit. -


PLAN OF ACTION FOR NEW ACADEMIC YEAR.

- Day celebrations should be enhanced
- Building Construction and renovation should be completed before the NAAC visit.
- College LMS should be shifted to a stable platform
- Need to conduct short term courses and webinars, workshops etc.
- Needed to enhance the activities of different clubs
- Library automation and fixed IP address for accessing Lib information from outside campus
- It is needed to develop an Entrepreneurship club to enhance career prospects of students
- Students & teachers should be properly acknowledged for their achievements / ~~service~~ transfer and retirement
- It is high time to complete SSR as for NAAC work.


 Co-ordinator
 Dr. K. S. Srinivas



PRINCIPAL
 N.S.S. Training College, Ottapalam


 Principal

Minutes of IQAC meeting held on 10/11/2021

Agenda

CAS promotion of Dr. Sreetala S,
Assistant Professor (Stage 3 to Associate Prof)
Level 12 to Level 13 A.

Members Present

- | | | |
|----|----------------------------|---------------|
| 1) | Dr. Seema Meenu KP | <u>Seema</u> |
| 2) | Dr. Mini Kumari D | <u>Mini</u> |
| 3) | Dr. Sajew K.S | <u>Sajew</u> |
| 4) | Dr. Sunilkumar A.S | <u>Sunil</u> |
| 5) | Dr. Sureshkumar R | <u>Suresh</u> |
| 6) | Dr. Smitha R. | <u>Smitha</u> |
| 4) | Sri Sureshkumar A. Office. | <u>Suresh</u> |

Resolutions:

The ascertainment criteria (APAR) as per UGC regulation 2018 - No F. 1-2/2017 (EC/PS) dated 18 July 2018. for college teachers as per table 1 (Appendix I) is as follows.

1. Teaching
2. Involvement in the college activities / research activities.
 - 2(a) Administrative responsibilities
 - 2(b) Examination & evaluation duties
 - 2(c) Student related Co-curricular activities etc
 - 2(d) Organising Seminars, Workshops etc
 - 2(e) Evidence of Phd Guidance
 - 2(f) Major R Minor project
 - 2(g) Publication details.

Dr Sreekala S

4 - 06 - 2018 to 3 - 06 - 2019

1(i) Teaching - No of classes conducted per Week - 100%.

GOOD

2(a) Co-ordinator - Blood donors forum
Naac-criteria 3, B.Ed class charge,
attendance charge, Nodal officer - KTI
BOS Member.

Executive Committee member - PTA,
Anti ragging cell, research advisory committee
Medical Inspection Committee National &
International Edn opportunity cell
In Charge - psychology lab.

2(b) chief - B.Ed theory exam
Additional examiner - B.Ed & M.Ed theory exam
Invigilation - B.Ed & M.Ed exams
Question paper setter - M.Ed theory exam
NVKSD College of edn (Autonomous)

2(c) Co-ordinator - Student Seminars
Committee Member - Field based activities,
cultural activities, Ohan celebration,
field based activities

2(d) Organising Secretary - Seminar on Human rights

2(g) Publication in research journals - 3 nos
(National & International)

4 - 6 - 2019 to 3 - 06 - 2020

1) Teaching - (Same as previous yrs) - GOOD

2(a) Nodal officer - KTI
Staff editor - College magazine

Co-ordinator - NAAC criteria 3; Uniform Committee
 Executive Committee member - PTA,
 Purchase Committee, Human rights forum
 Research advisory committee, blood donors
 forum
 In charge - M. Ed class, Attendance
 Psychology lab.

2(b) Chief examiner - B. Ed Theng,
 Additional examiner - B. Ed & M. Ed
 Question paper setter - B. Ed (level 1st)
 M. Ed (N. K. S. D. - Autonomous)
 Invigilation - B. Ed & M. Ed Theng.

2(c) Co-ordinator - Student Seminars &
 Workshops
 Member - Study tour, cultural events
 Sports, field based activities, CLE.

2(d) chaired Technical Session for 2 day
 National Seminar

2(g) Research publication in journals - 2 nos.

4-06-2020 to 3-06-2021

1) Teaching - Same as previous yrs - GOOD.

2(a) Nodal officer - RTI
 Staff editor

Treasurer PTA, IQAC member
 Co-ordinator - library advisory committee, uniform
 NAAC - 3, M. Ed class

Member - IQAC, Purchase Committee,
 Research advisory committee, blood donors
 forum

In charge - Psychology lab.

2(b) Chairman - B.Ed Practical
 chief - B.Ed Theory

Additional examiner - B.Ed & M.Ed

Investigation - B.Ed & M.Ed (Internal & External)
 Question paper setter - B.Ed (level ^{external} city)
 M.Ed NUKSD (Autonomous)

2(c) - Co-ordinator - Student Services & Workshops, CLC, (Food committee)

Member - Cultural events, Sports, field based activities.

2(d) Organising committee member ICT Workshop.

2(g) Journal publication - 1 no:
 Chapter in edited book - 4 no:s.

She has attended two one-week short term course on

① Creadw Studies, HRDC, Kannur city
 12-12-2018 to 18-12-2018.

② Resource methodology HRDC Kuvsh city
 17-12-2020 to 23-12-2020.

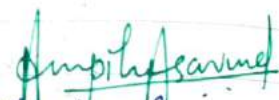
As per the criteria Dr. Sreekala S has Good (80% & above) Score/performance for the items in Appendix II table 1

So IQAC observed that Dr. Sreekala S has sufficient APAR Overall grade in teaching & involvement in college related Student activities / Research activities as per a headed UGC regulation 2018 & University notification. Hence the

All authorise Principal to forward application of Dr. Sreehars to University for promotion.


IQAC Coordinator




Principal
PRINCIPAL
N. S. S. Training College, Ottapalam