



GOVERNMENT COLLEGE KASARAGOD

Vidyanagar P. O., Kasaragod 671123
(Affiliated to Kannur University)

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Tel. 04994-256027

Internal Quality Assurance Cell

Minutes of the meeting of IQAC
No. IQAC/2022-23/01

Date and Time: 01.06.2022 11:30 AM
Venue: IQAC Room

Agenda

1. Review of activities of the academic year 2021-2022
2. Planning for the next academic year
3. Submission of NIRF 2023
4. Submission of AISHE 2022-23
5. Review of the NAAC Accreditation Process
6. Submission of AQAR

Members Present:

1. Dr Rema M (Principal-in-Charge)
2. Dr. Jijo P. U.
3. Asif Iqbal Kakkasseri
4. Dr Balakrishna B M
5. Ismayil P
6. Jasna K A
7. Dr Babitha K V

8. Dr Ashraff P C
9. Abdul Khader B H
10. Dr Sijin Kumar A V

The principal welcomed the members of the IQAC team. The committee reviewed the decisions made during the previous academic year.

Decisions Taken:

1. Decided to recommend the preparation of a Vegetable garden to be made on the campus. Decided to approach the Botany department for the establishment and maintenance of this project and included it under the Earn- While-You-Learn programme.
2. Decided to support the Mid Day Meal programme to be implemented on the campus for students coming from economically and socially backward families.
3. Decided to celebrate the 50th Anniversary Celebration of Environmental Day, and suggested the name of Dr Biju. P., Dept. of Botany to coordinate the same.
4. Decided to recommend the establishment of a Journal committee along with the various committees.
5. Recommended the constitution of a cell for the differently abled students in association with the College
6. Decided to submit a proposal for new construction works as per the below preference.
 - a. Proposal for new plumbing system.
 - b. Renovation of Geology and Zoology lab and Museum.
 - c. Proposal for tiling the remaining area of the existing building.
 - d. Proposal for roofing, flooring and lighting of badminton court.
 - e. Proposal for construction of ladies toilet near the office.
7. Decided to apply for the ICT Academy premium membership.
8. Decided to start a QR Code for admission to the college Library. The same is to be printed on the college ID cards.
9. Decided to celebrate the 75th Independence Day as per the Government Order. Recommended the name of Dr Rajeevan M as Coordinator for the Azadi Ka Amrith Mahothsav.
10. The meeting reviewed the AISHE and NIRF Data submission processes during the previous year and entrusted the IQAC Coordinator to collect and submit the data for the current year on time.
11. The meeting reviewed the NAAC Re-accreditation work progress and suggested the reconstitution of the various committees incorporating the recent transfers.
12. Decided to submit the AQAR for the academic year 2021-22.



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Internal Quality Assurance Cell

Minutes of the meeting of IQAC
No. IQAC/2022-23/02

Date and Time: 01.07.2022
Venue: IQAC Room

Agenda

- 1. Review of the Institutional Best Practices.**
- 2. NAAC-Accreditation work progress analysis.**
- 3. Review of the infrastructural development in the college.**

Members Present:

1. Dr Rema M (Principal-in-Charge)
2. Dr. Jijo P. U.
3. Dr. Liyaqath Ali (Vice Principal)
4. Dr Pushpaetha P
5. Dr Rethnakara M
6. Dr. Sujatha A V
7. Dr Gopinathan Nair A
8. Ayishath Fasna T. P.
9. Akhila P

10. Dr Sijin Kumar A V

11. Prof. Madhavan Nair P

The principal welcomed the members of the new IQAC team and briefed the committee about its role and responsibilities.

Decisions:

1. The meeting reviewed the progress of the ACCESS and STEPS programmes and suggested improvements such as the establishment of an incubation centre, more external collaboration, and internship facilitation for students.
2. The meeting reviewed the data collection work progress and suggested the creation of an online repository for the data.
3. The meeting reviewed the ongoing infrastructural development works on campus. Decided to submit a proposal for a new water distribution system in the campus to make use of the new 1 Lakh litre capacity water tank.
4. The meeting approved the draft proposal for Rs. 2 Crores prepared by the IQAC team for campus beautification and alternate energy solutions. Decided to submit the same to the college council for approval and further proceedings.



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Internal Quality Assurance Cell

Minutes of the meeting of IQAC
No. IQAC/2022-23/02

Date and Time: 10.03.2023
Venue: IQAC Room

Agenda

1. Preparation of Policy Statements.
2. Student Feedback Survey.
3. NAAC Re-accreditation work review.
4. AQAR 2022-23 Submission.
5. Review of Green Energy and Environment Practices.
6. Review of Collaboration and Entrepreneurship Initiatives.
7. Planning for the academic year 2023-24.
8. Formation of IPR Cell
9. Collaboration with the Global Science Fair of Kerala

Members Present:

1. Dr Ananthapadmanabha A L (Principal-in-Charge)
2. Dr. Jijo P. U.
3. Dr. Liyaqath Ali (Vice Principal)

4. Dr Pushpaetha P
5. Dr Rethnakara M
6. Dr. Sujatha A V
7. Dr Gopinathan Nair A
8. Ayishath Fasna T. P.
9. Akhila P
10. Prof. Madhavan Nair P
11. Arjunan Thayalangadi (PTA Vice-President)
12. Mohammed Wazeer (Student Representative)

The principal welcomed the members of the new IQAC team and briefed them about the functioning of the college and the past activities of the IQAC. The committee reviewed the decisions made during the previous academic year.

Decisions Taken:

1. Decided to prepare policy statements on Governance, e-Governance, Student Admission, Research, Teaching and learning, etc. by specifying the policies that the college follows in its academic, administrative and extension activities. This will be submitted to the Principal for approval.
2. Decided to conduct a student feedback survey in the online mode.
3. Decided to conduct the Academic and Administrative Audit along with the annual stock verification.
4. Reviewed the NAAC Re-accreditation work data collection progress and decided to speed up the process.
5. Decided to submit the AQAR 2022-23 as early as possible.
6. The meeting reviewed the green campus initiatives and decided to prepare the campus for the District and State Level Green Campus Awards for the year 2023.
7. The meeting reviewed various ongoing collaborations within the campus and recommended collaboration between skill development agencies such as K-DISC, ASAP and the ICT Academy for soft-skill evaluation and certification.
8. Decided to reconstitute the IPR Cell with Dr Balakrishna B M as Coordinator.
9. Decided to associate with the Global Science Festival Kerala (GSFK) 2023, Asia's largest thematically curated science exhibition. The meeting entrusted the IQAC Coordinator to work out the possible areas of collaboration.
10. The meeting entrusted the IQAC Coordinator to brief the departments about the preparation of proposals for the coming financial year for funding from the government.
11. It has been decided to revise the 2050 Institutional Development Plan to make it conducive for the RUSA Phase III implementation. The meeting proposed the following elements to be included in the RUSA Phase III Proposals from the College:
 - a. Eco-friendly campus beautification, and green energy practices such as a solar energy plant.
 - b. More facilities for the differently abled.
 - c. Enhancement of ICT Infrastructure, including computer labs.

- d. Modernisation of laboratories.
- e. Modernisation of the college library.
- f. Establishment of a scientific computational lab.
- g. Upgradation of sports facilities.



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Internal Quality Assurance Cell

Action Taken Report

1. Approved academic calendar and academic plan for the academic year.
2. Constituted a screening committee for faculty placements and processed faculty placement applications under the **UGC Career Advancement Scheme (CAS)**.
3. **Prepared Policy Statements** regarding Governance, e-governance, Student Admission, Research, Teaching and learning, etc. by specifying the policies for the college to follow in its academic, administrative and extension activities.
4. Decided to recommend the preparation of a Vegetable garden is to be made on the campus to be included under the **Earn-While-You-Learn Programme**.
5. Decided to support the **Mid-Day-Meal programme** to be implemented on the campus for students coming from economically and socially backward families.
6. Celebrated the 50th Anniversary Celebration of Environmental Day.
7. Established a Journal committee and other statutory committees.
8. Recommended the constitution of a **Cell for the Differently Abled Students** in association with the College.
9. Prepared and submitted proposals for new construction works as given below:
 - a. Proposal for new plumbing system.
 - b. Renovation of Geology and Zoology lab and Museum.
 - c. Proposal for tiling the remaining area of the existing building.
 - d. Proposal for roofing, flooring and lighting of badminton court.
 - e. Proposal for construction of ladies toilet near the office.
10. Applied for ICT Academy premium membership.

11. Started a QR Code for admission to the college Library. The same is to be printed on the college ID cards.
12. Celebrated Azadi Ka Amrith Mahothsav, the 75th Independence Day of India. A freedom wall was painted at the college entrance and various activities and competitions were organised for students.
13. Submitted data for the AISHE 2021-22 Survey.
14. Submitted application for the NIRF 2023 and received a ranking in the 150-200 Category.
15. Reviewed the Institutional Best Practices - ACCESS and STEPS to incorporate improvements such as the establishment of an incubation centre, more external collaboration, and internship facilitation for students.
16. Initiated the steps to migrate the College LMS from Google to MOODLE. Registered staff and students and deployed the platform on a trial basis. The staff were given initial training on the MOODLE platform and course design.
17. Prepared a proposal for Rs. 2 Crores for campus beautification and alternate energy solutions. Submitted the DPR to the college council for approval and further proceedings.
18. Associated with the Global Science Festival Kerala (GSFK) 2023 is Asia's largest thematically curated science exhibition.
19. Conducted student feedback surveys in the online mode.
20. Conducted the Academic and Administrative Audit along with the annual stock verification.
21. Reviewed the green campus initiatives and decided to prepare the campus for the District and State Level Green Campus Awards for the year 2023.
22. Initiated collaboration between skill development agencies such as K-DISC, ASAP and the ICT Academy for soft-skill evaluation and certification.
23. Revised the 2050 Institutional Development Plan to make it conducive for the RUSA Phase III implementation. The meeting proposed the following elements to be included in the RUSA Phase III Proposals from the College:
 - a. Eco-friendly campus beautification, and green energy practices such as a solar energy plant.
 - b. More facilities for the differently abled.
 - c. Enhancement of ICT Infrastructure, including computer labs.
 - d. Modernisation of laboratories.
 - e. Modernisation of the college library.
 - f. Establishment of a scientific computational lab.
 - g. Upgradation of sports facilities.



Name and Signature of the Principal
Dr. Ananthapadmanabha.A.L

