

NAAC
Accreditation
Cycle - 3

SSR
Documents



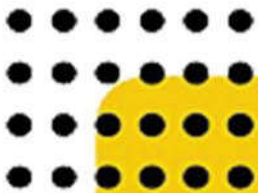
THUNCHAN MEMORIAL GOVT. COLLEGE, TIRUR

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Criterion 6

Governance, Leadership and Management



IQAC Minutes
2021-22




MEETING NOTICE

All IQAC members are informed that a regular meeting of the Council is scheduled to be convened on 10th July 2021 at 7.00 PM at the online platform. The meeting will consider the following Agendas for discussion. All members are invited.

Agendas:

1. Add on/ Certificate Courses and Coaching for Competitive examinations.
2. Training to faculty members in the effective use of new platforms and tools of online Teaching.
3. Subscription of periodicals and magazines in the library.
4. Commencement of the new programme integrated MA English and Media Studies Programme with a formal inauguration.

1. Dr. Ajith. M-S
2. LISHA E.
3. Saumya G
4. Abdul. Jaleel T
5. Badishu V
6. Reba. A.M

- Co ordinator



 Moh
 Dr. U. N. MOHAMMED

MINUTES OF THE MEETING HELD ON 10/07/2021,
at 7.00 PM Through online platform (Zoom)

Agenda

1. Add on / Certificate Courses and Coaching for Competitive examinations.
2. Training to faculty members in the effective use of new platforms and tools of online teaching.
3. Subscription of periodicals and magazines in the library.
4. Commencement of the new programme integrated MA English and Media Studies Programme with a formal inauguration.

Members Present:

1) Dr. Ajith MS

2) Soumya C

3) Releha A.M

4) LISHA E.

5) Abdul Jaleel T

6) Bredhbar V

7) Dr. V.S MOHAMMED

Action taken Report of the meeting held on 09/01/2021.

1. The clubs and forums are advised to develop their action plans and to schedule programmes adhering to it.

2. Proposals for smart classrooms are prepared and it is forwarded to DCE.
3. The NSS, NCC and faculty members are actively engaged with services to contain the COVID-19 pandemic.
4. The college has registered in the NIRF.
5. AQAR is in preparation.

DISCUSSIONS & DECISIONS

1. The meeting decided to introduce measures for curriculum enrichment. The IQAC will advise departments to offer Add on Courses and more certificate courses in relevant areas. The content and evaluation should be following the outcome-based learning. The meeting further decided to advise the PG departments to facilitate coaching sessions for competitive examinations including for UGC-NET.
2. The meeting decided to conduct a training session to faculty members about the use of new platforms of online teaching.
3. The meeting decided to take necessary measures to strengthen the research ecosystem of the college. For this purpose, it is decided to advise the departments to extend suggestions to the Librarian to subscribe more journals, periodicals and magazines in the library.
4. The meeting expressed gratitude to all who supported the efforts of the IQAC to introduce a new programme,

Integrated MA English and Media Studies
at the college. The meeting decided
to advise the principal to conduct function
to declare the inauguration of the programme.

The meeting ended at 10:00 PM

MEETING NOTICE

All IQAC members are informed that a regular meeting of the Council is scheduled to be convened on 14-09-2021 at 2:30 PM at the IQAC Room. The meeting will consider the following agenda for discussion.

All members are invited.

Agenda :

1. Memorandum of Understandings with other institutions / agencies.
2. Community extension activities under the different bodies in the college.
3. Continuing Education Cell.
4. To make the library fully Automated.

— Co-ordinator

Moh
Dr. VN MOHAMMED

1) Dr. Ajith M

2) Abdul Jaleel

3) LISHA E.

4) Soumya C

5) Badri Babu V

6) Dr. VN MOHAMMED

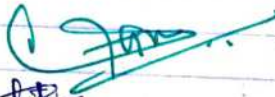





7) Rekha A.M

Minutes of the meeting held on 14/09/21
at 2:30 PM at the IQAC Room.

Agenda:

1. Memorandum of Understanding with other institutions / Agencies.
2. Community extension activities under the different bodies in the college.
3. Continuing Education Cell.
4. To make the library fully automated.

Members Present:

- 1) Dr. Ajith M S 
- 2) Lisha E. 
- 3) Pradisha 
- 4) Abdul Ulus 
- 5) Samya C 
- 6) Rehana A.M 
- 7) B.V.N MOHAMMED 

Action-Taken Report of the meeting held on 10-07-2021.

1. The departments have preparations to offer Certificate / Add on courses in online mode.
2. An online training on ICT Tools was conducted.

3. The IPMA Inaugural Function will be conducted in November.

Discussions and Decisions:

1. It is decided to advise the departments and various other academic and co-academic bodies, including clubs and forums, to sign MoUs with relevant institutions and agencies for collaborations and cooperations in research and other activities.
 2. The meeting decided to convene a meeting of the Programmes officers / Nodal officers / Convenors of NCC, NSS, Club and Forums to discuss the need and feasibility of community extension and outreach programmes.
 3. The meeting decided to strengthen the mechanisms introduced at the college to impart additional skill training to students. The IQAC decided to discuss the measures to strengthen the role of the Continuing Education Cell of the College, being the important segment for skill development at the college, with the convenors.
 4. It is decided to extend suggestion to the College Council to discuss the feasibility of automating the library.
- The meeting ended at 4:30 pm.

MEETING NOTICE


All IQAC members are informed that a regular meeting of the Council is scheduled to be conducted on 10-03-2022 at 2:30 Pm at the IQAC Room.

The meeting will consider the following Agendas for discussion.

All members are invited.






Agenda:

1. Earn while you Learn Project in the College
2. ICT facility in the college & Renovation of the language lab.
3. Infrastructural development:
 - (a) New academic block on the campus.
 - (b) Indoor Stadium for Sports activities in the college.
 - (c) Repair the college bus to arrange travelling facility for students.
 - (d) Extension of the girls' Hostel
- 4- Assistance to Students who lacked digital devices to attend online classes.
5. Quality initiatives:
 - (a) workshop on Enhancement of Quality in higher education as per the new framework of NAAC.
 - (b) Preparations for A & A of 3rd Cycle accreditation.
6. Academic and administrative Audit.
7. Preparation of AQAR for the year 2020-21.

— Co-ordinator. 

Dr. VIN MOHAMMED

Dr. Ajith MS

2. Keleha AM 
3. Abdul Valeed 
4. Sunya C 
5. Lisha E 
6. Bachshu 

Action Taken Report of the meeting held on 14-09-2021 at 2:30 PM at IQAC Room

1. The departments have started discussions to find areas of cooperation with other institutions. The MoUs will be signed following these discussions.
2. Community extension and outreach activities of this year are started under NCE and NSS.
3. CCE will make attempts to introduce more courses.
4. Library automation is in progress.

DISCUSSIONS & DECISIONS:

1. As per the directions from the government of the Kerala, the IQAC decided to make necessary arrangements to introduce the earn while you learn project at the college. Mrs. KAVITHA was empowered to discuss and report the details in the next meeting.
2. The meeting decided to take initiative for augmentation of ICT based infrastructure of the college at a gradual pace. The meeting further decided to suggest to the departments to prepare proposals for procurement of new facilities to make more classrooms ICT enabled.
3. The meeting observed that the lack of

the sufficient infrastructure for academic facilities to introduce new programmes and need of new facilities to include more courts for physical education are one of the pressing issues to be addressed at the college. It is decided to extend a proposal for the development of physical infrastructure of the college. The IQAC co-ordinator was empowered to furnish a report on the need of infra structural development.

4. The IQAC co-ordinator informed the meeting that some students at the college lack of digital gadgets for online learning. The meeting decided to suggest the alumni, Staff club and Students' union to contribute to this propose.

5. The IQAC co-ordinator briefed in the meeting about the newly introduced NAAE manual and the arrangements to be made at the college to go for A & A 3rd cycle. The meeting decided to convene a meeting of all staff to discuss the matter. The matter further decided to conduct a workshop on enhancement of quality in higher education as per the new framework of NAAE for faculty members.

6. To assess the excellence of the college's performance, the meeting decided to conduct an academic and administrative audit. The internal audits will be administered by the IQAC, and the external audits will be conducted by competent faculty members from other institutions.

The meeting empowered Dr. Vinod Kumar for the purpose.

7. The meeting decided to prepare and submit the AQAR for the academic year 2020-21 with in the stipulated time permitted by the NAAC.

The meeting ended at 4:30 pm.