SREE NARAYANA COLLEGE
KANNUR

ACCREDITED BY NAAC WITH 'A' GRADE (AFFILIATED TO KANNUR UNIVERSITY)

Sree Narayana College Kannur, P.O. Thottada, Kannur,Kerala , India - 670 007

✉ sncollegekannur@gmail.com   ☎ 0497 - 2731085

🌐 www.sncollegekannur.ac.in

IQAC Minutes

INTERNAL QUALITY ASSURANCE CELL

SREE NARAYANA COLLEGE KANNUR
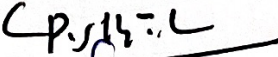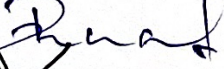
Minutes of the meeting of IQAC

No. IQAC/2023-24/01
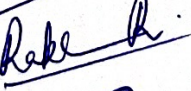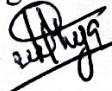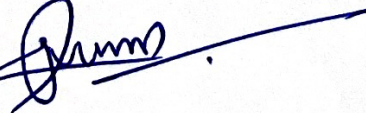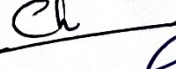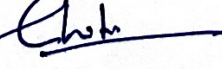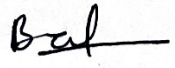
Date and Time: 06.06.2023, 11AM

Venue: IQAC Room

AGENDA

1. Re-Constitution of IQAC team
2. Academic Calendar
3. College calendar
4. Analysis of UG Sixth Sem results
5. Department level AMC meeting
6. Cleaning of College

Members Present

1. Dr. K P Prasanth (Principal in charge)
2. Dr. K P Prasanth (IQAC Co-Ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. O. Prasad
5. Dr. Ayana N
6. Mr. C. K. V. Ramesan
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. Prathyush Purushothaman
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga
15. Athul C V

The principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken

1. IQAC circulated the Feedback Collection form to students, teachers and alumni and analysed the performance of the college during the year 2022-23.
2. A class by Dr. R Raveendran on NAAC Reaccreditation cycle is effectively conducted.

Decisions Taken

1. IQAC is reconstituted for the year 2023-24 as per the NAAC guidelines.
2. Dr K P Prasanth has decided to be the IQAC coordinator.
3. Decided to prepare the academic calendar and college calendar in the month of June.
4. Decided to make necessary arrangements for cleaning the college by PTA incorporating help from NSS and NCC as a part of Swatch BharathAbhiyan.

Principal

Sree Narayana College Kannur

INTERNAL QUALITY ASSURANCE CELL

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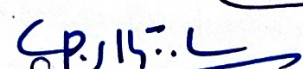## Minutes of the meeting of IQAC

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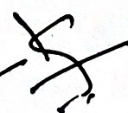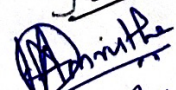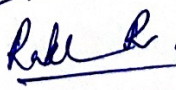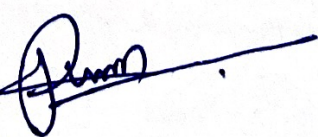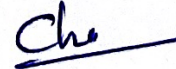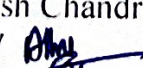
Date and Time: 14.07.2023 ; 3.00 PM

Venue: IQAC Room

AGENDA

1. NAAC filing
2. Enhancement of remedial coaching and tutorial system
3. Reconstitution of clubs and committee
4. Bridge courses
5. Chat GPT Workshop
6. Maintenance of College Website
7. Online attendance using Etlab
8. ICT enabled classroom and training

Members Present

1. Dr. S P Kumar (Principal)
2. Dr. K P Prasanth. (IQAC Co-Ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. O. Prasad
5. Dr. Ayana N
6. Mr. C. K. V. Rameshan
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. Prathyuish Purushothaman
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga
15. Athul C V

The principal welcomed all the members to the new academic year programs of IQAC.

Thecommittee reviewed the decisions of the previous academic year.

Action Taken

1. New IQAC team is constituted and approved.
2. Principal checked the Academic Calendar prepared and corrected.
3. College published the college calendar.
4. Analyzed the UG programme results of all departments.

5. AMC meetings of all departments were conducted.

6. Incorporating with NSS and NCC, PTA took arrangements for cleaning the college.

Decisions Taken

1. Decided to initiate the department-wise NAAC (National Assessment and Accreditation Council) filing system to streamline accreditation processes. Dr. KP Prasanth, IQAC co-Ordinator requested the support of council members for initiating NAAC work

2. Principal informed the departments to conduct remedial classes to enhance academic performance and support students in need.

3. Decided to continue holding regular Academic Monitoring Committee meetings to ensure academic standards and quality.

4. Reconstitute clubs and committees for the academic year 2023-24 to foster student engagement and extracurricular activities

5. Decided to conduct at least 10 hrs. bridge courses for I Sem students & asked to submit the syllabus for the same before 7/08/2023

6. Co-ordinator requested the participation of all council members in organizing the Chat GPT workshop, coordinated by the Dept of Physics in collaboration with ICT Academy of Kerala.

7. Assigned Sri Vipin. Co- Ordinator of website committee to modify the college website before NAAC visit.

8. Fixed to maintain online attendance of students using Etlab

9. Opted to mount Interactive whiteboards in UG departments and planned to conduct orientation classes for faculty members.

Principal

Sree Narayana College Kannur

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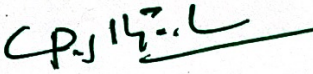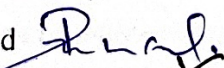## Minutes of the meeting of IQAC

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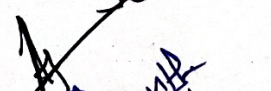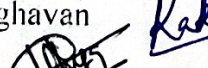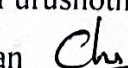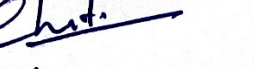
Date and Time:14.09.2023, 11.30 AM

Venue: IQAC Room

AGENDA

1. Consultation with new Principal
2. Orientation Program for 1st year students
3. Skill acquisition programs
4. Reading habits enhancement
5. Project and seminar proposals
6. New college website
7. AQAR submission
8. Digital communicative software launch

Members Present

1. Dr. C. P. Satheesh (Principal)
2. Dr. Prasanth K. P. (IQAC Co-Ordinator)
3. Dr. B. O. Prasad
4. Mr. C. K. V. Ramesan
5. Dr. Jithesh. K.
6. Dr. Ayana N
7. Ms. Amrutha K. K.
8. Ms. Rakhee Raghavan
9. Ms. Hredya P.
10. Mr. Prathyuish Purushothaman
11. Mr. Jayachandran
12. Adv. Chithira Sasidharan
13. Mr. Mahesh Chandra Baliga
14. Mridul Madhusoodhanan

Action Taken

1. IQAC team made a visit in every department and evaluated the progress of NAAC work.

2. Remedial classes are conducted after regular class hours.

3. New members for various clubs and committees were appointed, finalizing the structure for the 2023-24 academic year.

4. Departments prepared and submitted syllabus for 10-hour bridge courses, designed to address the learning gap for incoming students.

5. Chat GPT workshop and hands-on training are conducted by Physics Department.

6. The website committee-initiated modifications to the college website in preparation for the NAAC visit.

7. Successfully implemented Etlab for marking student attendance, with faculty receiving training on its effective usage.

Decisions Taken

1. The list of members of various clubs and committee is discussed with the new Principal.
2. It was decided to conduct an orientation programme for 1st year students on 18th September 2023.
3. Decided to conduct various skill acquisition programmes for 1st year students.
4. Librarian was requested to take initiatives to enhance the reading habits of students. Also asked to maintain an archive section.
5. Council members were requested to encourage the teaching staff to submit project and seminar proposals to academic research centers.
6. It was decided to start a new website for college.
7. Decided to submit AQAR on 5th October 2023.
8. A Digital Communicative Software will be launched soon and supervised by the English department
9. Decided to conduct an orientation for implementation of IWB for faculties by online mode

Principal

Sree Narayana College Kannur

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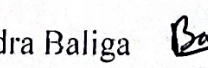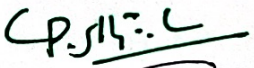
Minutes of the meeting of IQAC

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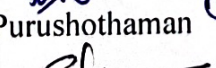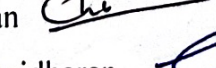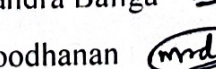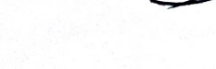
Date and Time: 27.10.2023, 3.30 PM

Venue: IQAC Room

AGENDA

1. Model exams for UG third Sem exam.
2. Data verification for first year UG and PG students.
3. SSR submission for NAAC accreditation.
4. Rescheduling FDP Program with CUK.
5. PTA merit day.

Members Present

1. Dr. C. P. Satheesh (Principal)
2. Dr. Prasanth K. P. (IQAC Co-Ordinator)
3. Dr. B. O. Prasad
4. Mr. C. K. V. Ramesan
5. Dr. Jithesh. K.
6. Dr. Ayana N
7. Ms. Amrutha K. K.
8. Ms. Rakhee Raghavan
9. Ms. Hredya P.
10. Mr. Prathyuish Purushothaman
11. Mr. Jayachandran
12. Adv. Chithira Sasidharan
13. Mr. Mahesh Chandra Baliga
14. Mridul Madhusoodhanan

Action Taken

1. An orientation programme was successfully conducted on 18th September 2023 for the first-year students.
2. Skill acquisition programmes were developed and implemented for first-year students.
3. The librarian introduced initiatives like book clubs and reading sessions to encourage reading habits, and the archive section was established.
4. Teaching staff were encouraged and supported by submitting project and seminar proposals to various academic and research centers.
5. Work began on developing a new website for the college, aiming for completion before NAAC visits.
6. AQAR for the academic year 2022-2023 was submitted on 5th October 2023.
7. The English Department began preparations for launching the Digital Communicative Software as per the principal's direction.

Decisions Taken

1. Decided to conduct model exams for 3rd semester UG students from 31st October.
2. The principal informed that the data verification of 1st year UG and PG students has been completed by 31st October.
3. IQAC coordinator informed that AQAR for the academic year 2023-2024 is almost completed. SSR submission work should be initiated.
4. The Principal informed that the FDP programme in collaboration with CUK to be rescheduled.
5. Decided to conduct PTA merit day and a general body of PTA.

Principal

Sree Narayana College Kannur

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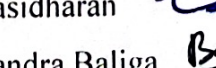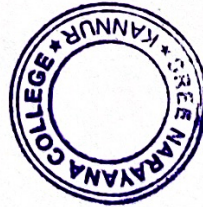
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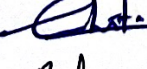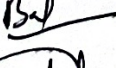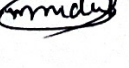
Date and Time: 14.02.2024, 2.30 PM

Venue: IQAC Room

AGENDA

1. Felicitation of Physics department student.

2. SSR submission for NAAC accreditation.

3. Focus 2024 Seminar and FYUGP Workshop.

4. Workshop on FYUGP for college teachers

Members Present

1.Dr. C. P. Satheesh (Principal)

2.Dr. Prasanth K. P. (IQAC Co-Ordinator)

3.Dr. B. O. Prasad

4.Mr. C. K. V. Ramesan

5.Dr. Jithesh. K.

6.Dr. Ayana N

7.Ms. Amrutha K. K.

8.Ms. Rakhee Raghavan

9.Ms. Hredya P.

10.Mr. Prathyuish Purushothaman

11.Mr. Jayachandran

12.Adv. Chithira Sasidharan

13.Mr. Mahesh Chandra Baliga

14.Mridul Madhusoodhanan

Action

1. Scheduled model exams from 31st October for the 3rd-semester UG students.
2. Completed data verification by the deadline of 31st October for all first-year UG and PG students.
3. IQAC initiated work on SSR submission for NAAC accreditation.
4. Collaborated with CUK to reschedule the FDP program.
5. PTA merit day and a general body meeting were organized to recognize student achievements and discuss PTA contributions.

Decisions Taken

1. A felicitation ceremony was conducted for Anusree from the Physics Department to receive the Marie Curie fellowship.
2. IQAC coordinator explained regarding the SSR submission and to proceed for NAAC accreditation in the current manner.
3. Preparations for the Focus Seminar and FYUGP workshop were initiated, with the inaugural session planned for February 2024.
4. Decided to conduct one day workshop on FYUGP for college teachers on 17/02/2024.

Principal

Sree Narayana College Kannur

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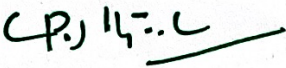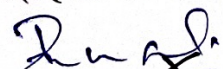
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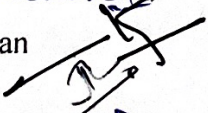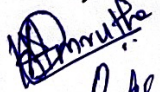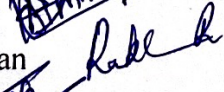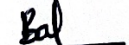
Date and Time: 24.05.2022, 10 AM

Venue: IQAC Room

AGENDA

1. Constitution of new IQAC team
2. Evaluation of FOCUS seminar 2021-22
3. Academic Calendar
4. Recruitment of guest faculties for the year 2022-23
5. Department level AMC meeting
6. Cleaning of College before re opening

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Prasanth K. P. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. O. Prasad
5. Mr. C. K. V. Ramesan
6. Dr. Jithesh. K.
7. Ms. Amrutha K. K.
8. Ms. Rakhee Raghavan
9. Ms. Hredya P.
10. Mr. K. Prakashan
11. Mr. Jayachandran
12. Adv. Chithira Sasidharan
13. Mr. Mahesh Chandra Baliga

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken Report

1. IQAC circulated the Feedback Collection form to students, teachers and alumni and analysed the performance of the college during the year 2021-22.
2. Decided to constitute New IQAC team for the year 2022-23 before college re-opening on June 2022.

Decisions Taken

1. IQAC was constituted for the year 2022-23 as per the NAAC guidelines. Total member in IQAC is 13 including three external members.
2. Dr K P Prasanth is nominated as the new IQAC co-ordinator after the retirement of Dr P K Anitha and Dr B O Prasad as the NAAC co-ordinator.
3. FOCUS seminar, organized by IQAC and PTA was evaluated as a grand success and the proceedings of the FOCUS 2022-23 seminar will be published in the coming academic year.
4. Decided to prepare the academic calendar in the month of june.
5. Decided to conduct guest faculty interview in july .
6. IT is decided to conduct department level AMC meeting in the first week of June.
7. Decided to make necessary arrangements for cleaning the college before college reopening by PTA incorporating the help from NSS and NCC as a part of Swatch bharath Abhiyan.

PRINCIPAL
SREE NARAYANA

Principal

Sree Narayana College Kannur

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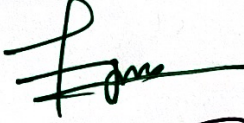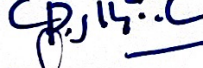
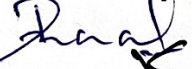## Minutes of the meeting of IQAC

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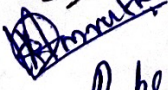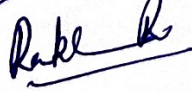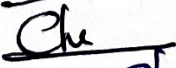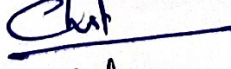
Date and Time: 12.07.2022 , 3.30 PM

Venue: IQAC Room

AGENDA

1. ASAP orientation
2. PTA Meeting
3. AMC meeting
4. Skill course- Avodha Edutech
5. NAAC Orientation
6. Model Examintions
7. Et lab Website upgradation
8. AMC Meeting

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Prasanth K. P. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. O. Prasad
5. Mr. C. K. V. Ramesan
6. Dr. Jithesh. K.
7. Ms. Amrutha K. K.
8. Ms. Rakhee Raghavan
9. Ms. Hredya P.
10. Mr. K. Prakashan
11. Mr. Jayachandran
12. Adv. Chithira Sasidharan
13. Mr. Mahesh Chandra Baliga

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken Report

1. College was reopened after summer vacation for the new academic year on 01-06-2022 and College hostel was reopened in 13.06.2022.
2. Principal checked the Academic Calendar prepared by Mr Mahesh S.
3. AMC meeting of all departments were conducted in the first week of june .

Decisions Taken

1. District level ASAP orientation programme is scheduled on July 12th afternoon in the college auditorium (1.30pm to 4.30pm)
2. Principal informed the departments to arrange offline PTA meeting of different classes as early as possible.
3. Programme for carrier growth via AvodhaEdutech will be conducted in our college tentatively in the second week of July, date will be intimated later.
4. Dr. Raveendran R, research directors SN Trusts Kollam, shall visit the college shortly in connection with this, all department should update NAAC activity report. The principal informed about a meeting of staff and IQAC with research director in connection with NAAC preparatory work.
5. It was decided to conduct model examinations for both II & IV semester UG form July 29th to August 4th Dr. Remya Balan, Dr. Rathika P.K and Sri. Arun were given the charge to conduct the same. Valued answer script should be distributed to students prior to their university examination.
6. All the departments are regarding to upload timetable in Etlab by July 25th it is also requested to add a short history of respective departments. Teachers should update required details (Teachers profile with photo, academic achievements, examinations results and photos of academic achievements, examinations results and photos of academic and non academic level prorammes) in the main page of dept.Etlab. All update must be done by July last and attendance should be marked in Etlab thereafter.
7. AMC meeting for the month of July should be conducted within 5th August 2022.

PRINCIPAL
SREE NARAYANA COLLEGE
KANNUR
Principal

Sree Narayana College Kannur

INTERNAL QUALITY ASSURANCE CELL

SREE NARAYANA COLLEGE KANNUR
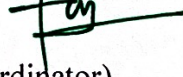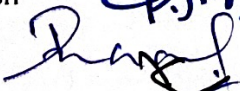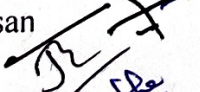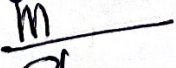
Minutes of the meeting of IQAC

No. IQAC/2022-23/03
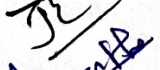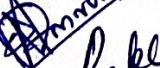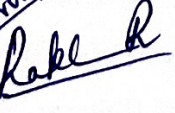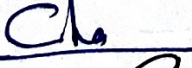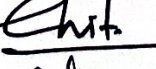
Date and Time: 17.08.2022, 12.00 PM

Venue: IQAC Room

AGENDA

1. UG admission
2. Orientation programme for first semester students
3. Placement cell constituition.
4. Jimmy George trophy- special mention
5. Distribution of PTA awards and cash prizes
6. IQAC member nomination to existing vacancy
7. Onam celebration
8. Founder's day Observation.
9. Any other matters

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Prasanth K. P. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. O. Prasad
5. Mr. C. K. V. Ramesan
6. Dr. Jithesh. K.
7. Ms. Amrutha K. K.
8. Ms. Rakhee Raghavan
9. Ms. Hredya P.
10. Mr. K. Prakashan
11. Mr. Jayachandran
12. Adv. Chithira Sasidharan
13. Mr. Mahesh Chandra Baliga

Action Taken Report

1. District level ASAP orientation programme was held on July 12th afternoon in the college auditorium.
2. Offline PTA meeting of different departments were conducted .
3. Programme for carrier growth via AvodhaEdutech was conducted on july 21 successfully.
4. Model examinations for both II & IV semester UG was conducted from July 29th to August 4th.
5. AMC meeting for the month of July was completed in the first week of August.

Decisions Taken

1. Admission nodal officer sri Vipin V K gave instruction on the procedure that should be followed during admission process and as as per university notification first semester classes will begin on 28/08/2022.
2. Each department have to host introductory orientation programme for first year students.
3. Dr Jithesh K has been nominated as the convenor of newly formed placement cell.
4. The meeting acknowledged the sports team achievement for retaining the Jimmy George trophy 2020-21 consecutively on 20th year.
5. A committee has been formed with Dr MP Shanoj, Dr Jeeshna MV, Dr Ayana N as members for the distribution of PTA aards and cash prize distribution for rank holders and toppers..
6. MOU will be signed between Malayalam department and Prabhodha trust will be signed on faculty exchange programme and other academic activities.
7. Dr Ayana N has been nominated to the existing vacancy of IQAC committee.
8. Onam celebration will be conducted on 31/08/2022 and 01/09/2022.College will remain closed for onam vacation from 02/09/2022.
9. Kannur University released the time table for second semester UG examinations starting from August 2022 onwards.
10. Decided to Observe the founder's day as value education program on 07-11-2022.
11. AMC meeting should be conducted punctually in the coming months.

PRINCIPAL
SREE NARAYANA COLLEGE
Principal
Sree Narayana College Kannur

INTERNAL QUALITY ASSURANCE CELL

SREE NARAYANA COLLEGE KANNUR

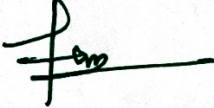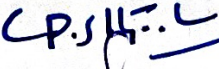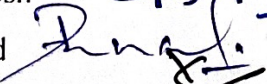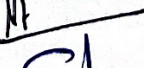## Minutes of the meeting of IQAC

No. IQAC/2022-23/04

Date and Time: 06.12.2022, 3.30 PM

Venue: IQAC Room

AGENDA

1. Indoor stadium inauguration.
2. Fine arts festival at the college
3. Alumni meeting.
4. Model examination
5. Seminar on IPR by Prof. Achyuth Sankar S Nair.

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Prasanth K. P. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. O. Prasad
5. Mr. C. K. V. Ramesan
6. Dr Ayana N
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. K. Prakashan
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga

Action Taken Report

1. Principal reported the smooth functioning of the UG admission process and the orientation programme for first year UG students of all departments were conducted on 19/09/2022.

2. PG results of various departments were analysed in Academic Monitoring Committee (AMC) meetings various departments.

3. Onam celebration was conducted on 31/08/2022 and 01/09/2022.

4. Founder's day was observed on 07-11-2022 and all the teaching and non teaching staffs participated.

Decisions Taken

1. The Chief minister of Kerala Sri Pinarayi Vijayan agreed to inaugurate our UGC funded indoor stadium on newyear day. Indoor stadium consists of six badminton courts, volleyball court and table tennis court with 36m× 24m× 12.5m area.

2. Department Alumni meetings should be conducted before January 2023 and the grand Alumni meeting will be conducted on 11/03/2023 . Working committees are formed and coordinators were given charge.

3. It was decided to conduct college level arts festival from 04/01/2023 to 07/01/2023.

4. Model examination committee with Dr Remya Balan as convenor and Dr Rathika PK and Mr Arun as members were instructed to conduct model examinations in time.

5. Principal evaluated the progress of IQAC works in our college.

6. A Seminar on IPR by Prof. Achyuth Sankar S Nair will be conducted on 23/01/23 at college seminar hall.

PRINCIPAL
SREE NARAYANA COLLEGE
KANNUR

Principal

Sree Narayana College Kannur

INTERNAL QUALITY ASSURANCE CELL

SREE NARAYANA COLLEGE KANNUR

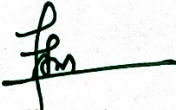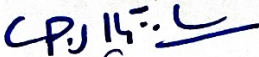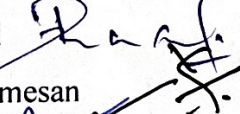## Minutes of the meeting of IQAC

No. IQAC/2022-23/05
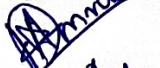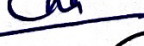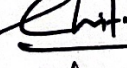
Date and Time: 14.02.2023, 2.30 PM

Venue: IQAC Room

AGENDA

1. Indoor stadium inauguraion
2. Model exam evaluation
3. Mega Alumni meeting.
4. Research director (SN Trust visit).
5. Padmasree Sri.S R D Prasad felicitation.
6. Kannur University Arts fest.
7. Seminar on IPR by Prof. Achyuth Sankar S Nair.

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Prasanth K. P. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. O. Prasad
5. Mr. C. K. V. Ramesan
6. Dr Ayana N
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. K. Prakashan
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga

Action Taken Report

1. Chief minister of Kerala Sri Pinarayi Vijayan inaugurated our UGC funded indoor stadium on newyear day .

2. Model exam for the correspong semesters were conducted.

3. All the departments conducted department Alumni meetings .

4. College level arts festival was conducted from 04/01/2023 to 07/01/2023.

Decisions Taken

1. The principal congratulated the teaching and non teaching staffs for the grand success of indoor stadium inauguration ceremony.

2. Principal evaluated the pass percentage of students in the model examinations .

3. Principal sought cooperation of all teaching and non teaching staffs for the successs of Mega Alumni meeting scheduled on 11/03/2023 .

4. Decided to conduct the focus seminar series of IQAC, an interdisciplinary seminar funded by PTA on 12-03-2022 onwards.

5. Honouring SRD Prasad the Padmasree awardee on 13/02/2023 will be conducted at college auditorium.

6. Seminar on IPR by Prof. Achyuth Sankar S Nair was conducted on 23/01/23 at college seminar hall.

7. Dr R Raveendran , research director, SN trust will be visiting our college on 20/02/2023.

PRINCIPAL
SREE NARAYANA COLLEGE
KANNUR

Principal

Sree Narayana College Kannur
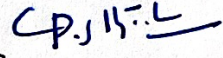
Minutes of the meeting of IQAC

No. IQAC/2021-22/01
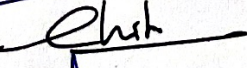
Date and Time: 03.06.2021, 3.30 PM

Venue: IQAC Room

AGENDA

1. Constitution of new IQAC team
2. Online Art Fest-2021
3. Alumni Scholarship-Helping Hands
4. DST-STAR COLLEGE

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. Prasanth K. P.
5. Dr. B. O. Prasad
6. Mr. C. K. V. Ramesan
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. K. Prakashan
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken Report

1. IQAC analyzed the performance of the college during 2020-21 academic year.
2. Learning Management System named *etlab* has introduced in the college for the academic year 2021-22.
3. IQAC collected feedback from the students.

Decisions Taken

1. IQAC was constituted for the year 2021-22 as per the NAAC guidelines. Total member in IQAC is 14 including three external members.
2. College was reopened after summer vacation for the new academic year on 01-06-2021.
3. IQAC evaluated the syllabus and faculty details of newly started MSc Mathematics course.
4. Decided to distribute ALUMNI sponsored helping hand scholarship of worth 65000.
5. Decided to conduct Art fest of the College during 4-6-2021 to 10-6-2021.
6. College will submit the proposal for DST-STAR COLLEGE scheme on 15-06-2021.

Principal
Sree Narayana College, Kannur

PRINCIPAL
SREE NARAYANA COLLEGE
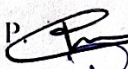KANNUR

Minutes of the meeting of IQAC

No. IQAC/2021-22/02
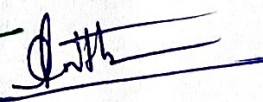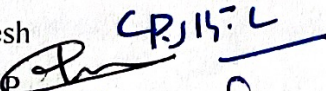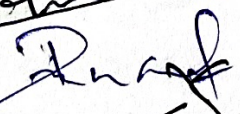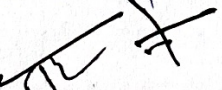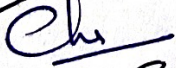
Date and Time: 23.06.2021, 3.30 PM

Venue: IQAC Room

AGENDA

1. Workshop for teaching staff on LMS-*etlab*
2. Covid-19 Co-ordination committee
3. College Website
4. Library Monitoring Committee.
5. Internal Complaint Cell (ICC)
6. Gender Justice Forum

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. Prasanth K. C.
5. Dr. B. O. Prasad
6. Mr. C. K. V. Ramesan
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. K. Prakashan
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken Report

1. College was reopened after summer vacation for the new academic year on 01-06-2021 and College hostel was reopened in 10.06.2021.
2. IQAC evaluated the syllabus and faculty details of newly started MSc Mathematics course.
3. ALUMNI sponsored helping hand scholarship of worth 65000 has distributed to students.
4. Art fest of the College during 4-6-2021 to 10-6-2021 was conducted.
5. Submitted the proposal for DST-STAR COLLEGE scheme on 15-06-2021.

Decisions Taken

1. Decided to conduct a workshop on LMS etlab on 9-7-2021 for college teachers.
2. IQAC analyzed the online class of all the departments conducted during covid-19 period.
3. Decided to constitute a Covid-19 Co-ordination committee in the college to ensure that Covid-19 protocols are strictly maintained in the college campus as per the direction from Kerala state Higher Education Council.
4. Decided to reconstitute the Library Monitoring Committee.
5. College Website will be updated by including the photos and recent activities.
6. **Internal Complaint Cell (ICC)** was constituted with following members; Dr. Lasitha B. V (President) Dr. Ayana N, Sreelatha E (Teaching members) Mr. Prakashan K, Mrs. Remya C (Non teaching) Arjun, Sandra, Avishna (Student Representatives).
7. **Gender Justice Forum** was constituted with the following members; Dr. Lasitha B. V (Chairperson), Remya C, Prakashan K (Non teaching), Dr Ayana N, Mr. Sreenish T. V (Teaching members) Aswathi CK, Aparna Haridas, Sanush T (Student Representatives).

Principal
Sree Narayana College Kannur

PRINCIPAL
SREE NARAYANA COLLEGE
KANNUR

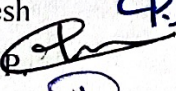## Minutes of the meeting of IQAC

No. IQAC/2021-22/03
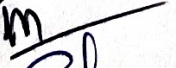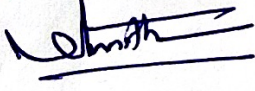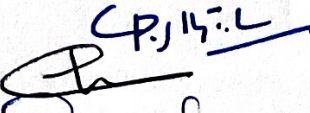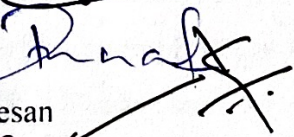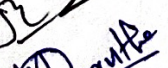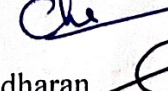
Date and Time: 23.09.2021, 12.00 PM

Venue: IQAC Room

AGENDA

1. Academic Audit.
2. College Reopening after Covid-19 (Final year UG and PG).
3. First year admission and commencement of classes.
4. Best Sports College award 2021 from Chief Minister of Kerala.

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. Prasanth K. P.
5. Dr. B. O. Prasad
6. Mr. C. K. V. Ramesan
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. K. Prakashan
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan

14. Mr. Mahesh Chandra Baliga

Meeting started with silent prayer. Principal welcomed all the members to the meeting and presented a short introduction about NIRF.
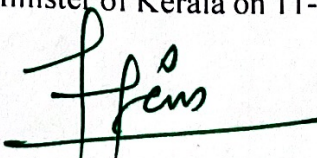
Action Taken Report

1. Workshop on LMS etlab was conducted on 9-7-2021 for college teachers.
2. Covid-19 Co-ordination committee was established in the campus to ensure that Covid-19 protocols are strictly maintained in the college campus.
3. Library Monitoring Committee was reconstituted and college website were updated.

8. *Internal Complaint Cell (ICC)* was constituted with following members; Dr. Lasitha B. V (President) Dr. Ayana N, Sreelatha E (Teaching members) Mr. Prakashan K, Mrs. Remya C (Non teaching) Arjun, Sandra, Avishna (Student Representatives).

4. *Gender Justice Forum* was constituted with the following members; Dr. Lasitha B. V (Chairperson), Remya C, Prakashan K (Non teaching), Dr Ayana N, Mr. Sreenish T. V (Teaching members) Aswathi CK, Aparna Haridas, Sanush T (Student Representatives).

Decisions Taken

1. PG results of various departments will be analysed in Academic Monitoring Committee (AMC) meeting.
2. *Decided to reopen the college after the covid lock down on 04-10-2021 for final year UG and PG*
3. The schedule for first semester admission is scheduled to start on 27-09-2021.
4. The schedule for the first semester PG and UG classes were prepared.
5. The college will receive best sports college award from Chief Minister of Kerala on 11-10-2021.

Principal

Sree Narayana College Kannur

Minutes of the meeting of IQAC

No. IQAC/2021-22/04
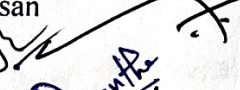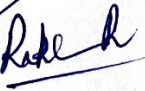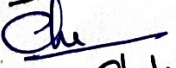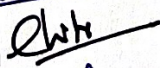
Date and Time: 05.11.2021, 3.30 PM

Venue: IQAC Room
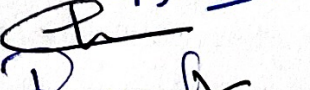
AGENDA

1. Founder's day Celebration.
2. ALUMNI Scholarship/Endowment.
3. College Calendar
4. Teacher Index of Kannur University
5. Swatchatha Pakhoda
6. Orientation Programme for First year students-Fresher's day

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. Prasanth K. P.
5. Dr. B. O. Prasad
6. Mr. C. K. V. Ramesan
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. K. Prakashan
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga

Action Taken Report

1. PG results of various departments were analysed in Academic Monitoring Committee (AMC) meetings various departments.
2. College reopened after the covid lock down on 04-10-2021 for final year UG and PG.
3. The IQAC and College staff council arranged a celebration program to congratulate college sports team for achieving the best sports college award from Chief Minister of Kerala on 11-10-2021.

Decisions Taken

1. Decided to celebrate the founder's day as value education program on 08-11-2023.

2. ALUMNI scholarships of worth 65000/- will be distributed to meritorious students.

3. IQAC decided to distribute the college calendar 2021 to all the students and teaching/non teaching members.

4. IQAC will verify the teacher index of teaching staff uploaded in Kannur University website.

5. Decided to verify the Master time table for the year 2021.

6. Orientation Programme for First year students-Fresher's day will be conducted on 30-11-2021.

7. Campus cleaning as a part of Swatchatha Pakhoda activity will be conducted on 10-12-2021.

PRINCIPAL
Principal SREE NARAYANA COLLEGE
KANNUR

Sree Narayana College Kannur
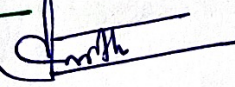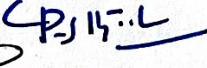
Minutes of the meeting of IQAC

No. IQAC/2021-22/05
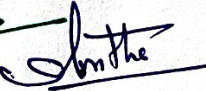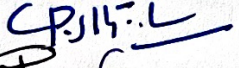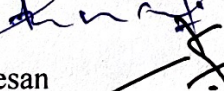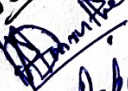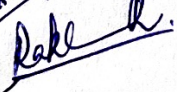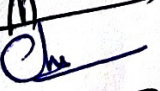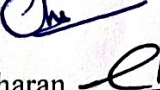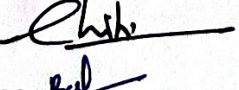
Date and Time: 14.02.2022, 2.30 PM

Venue: IQAC Room

AGENDA

1. DigiLocker
2. Inauguration of Renovated Auditorium.
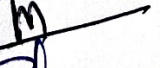3. Inauguration of Rain Water Harvesting unit.
4. Focus Seminar Series 2022.
5. Career Expo-2022
6. Annual Report

Members Present

15. Dr. K. Ajayakumar (Principal)
16. Dr. Anitha P. K. (IQAC Co-ordinator)
17. Dr. C. P. Satheesh
18. Dr. Prasanth K. P.
19. Dr. B. O. Prasad
20. Mr. C. K. V. Ramesan
21. Dr. Jithesh. K.
22. Ms. Amrutha K. K.
23. Ms. Rakhee Raghavan
24. Ms. Hredya P.
25. Mr. K. Prakashan
26. Mr. Jayachandran
27. Adv. Chithira Sasidharan
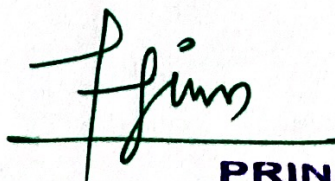28. Mr. Mahesh Chandra Baliga

Action Taken Report

1. Founder's day celebration was conducted on value education program on 08-11-2023.

2. ALUMNI scholarships of worth 65000/- distributed to meritorious students.

3. IQAC distributed the college calendar 2021 to all the students and teaching/non teaching members.

4. IQAC verified the teacher index of teaching staff uploaded in Kannur University website.

5. Orientation Programme for First year students-Fresher's day was conducted on 30-11-2021.

6. Campus cleaning as a part of Swatchatha Pakhoda activity was conducted on 10-12-2021.

Decisions Taken

1. IQAC insisted the students to register in Digital Locker of Kannur University.

2. Renovated College auditorium will be inaugurated on 03-03-2022.

3. Rain Water Harvesting unit (Catch the Rain Campaign of MHRD) funded by MLA Kadannappally Ramkrishnan will be inaugurated by the MLA on 03-03-2022.

4. Decided to conduct the focus seminar series of IQAC, an interdisciplinary seminar funded by PTA on 12-03-2022 onwards.

5. Annual Report of the college for the year 2021-22 will be analysed by IQAC team.

6. Decided to conduct the career expo-2022 on 19-03-2022.

Principal
PRINCIPAL
Sree Narayana College Kannur
SREE NARAYANA COLLEGE
KANNUR
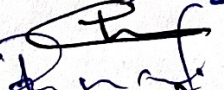
Minutes of the meeting of IQAC

No. IQAC/2021-22/06
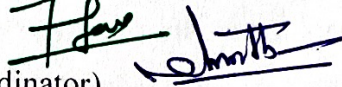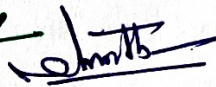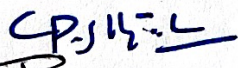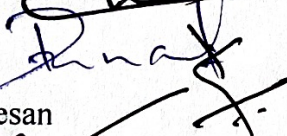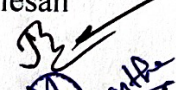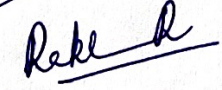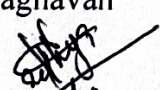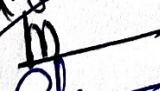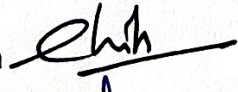
Date and Time: 29.03.2022, 2.30 PM

Venue: IQAC Room

AGENDA

1. Feedback Collection from students, teachers and ALUMNI
2. NAAC Orientation workshop
3. Constitution of New IQAC

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. Prasanth K. P.
5. Dr. B. O. Prasad
6. Mr. C. K. V. Ramesan
7. Dr. Jithesh. K.
8. Ms. Amrutha K. K.
9. Ms. Rakhee Raghavan
10. Ms. Hredya P.
11. Mr. K. Prakashan
12. Mr. Jayachandran
13. Adv. Chithira Sasidharan
14. Mr. Mahesh Chandra Baliga

Action Taken Report

1. IQAC insisted the students to register in Digital Locker of Kannur University.

2. Renovated College auditorium and the Rain Water Harvesting unit (Catch the Rain Campaign of MHRD) funded by MLA Kadannappally Ramkrishnan was inaugurated by the MLA on 03-03-2022.

3. Focus seminar series of IQAC, an interdisciplinary seminar funded by PTA started on 12-03-2022 onwards. All the departments conducted a seminar on interdisciplinary topics.

4. Annual Report of the college for the year 2021-22 was verified and released by IQAC.

5. Career expo-2022 was conducted on 19-03-2022. Almost 300 students participated and 15 companies conducted campus placement.

Decisions Taken

1. IQAC decided to circulate the Feedback Collection form to students, teachers and ALUMNI and to analyse the performance of the college during the year 2021-22.

2. One day workshop on NAAC will be conducted in June 2022.

3. Decided to constitute New IQAC team for the year 2022-23 after college re-opening on June 2022.

Principal
Sree Narayana College Kannur

PRINCIPAL
SREE NARAYANA COLLEGE
KANNUR

SREE NARAYANA COLLEGE KANNUR P. O. THOTTADA 670007
(AFFILIATED TO KANNUR UNIVERSITY)
NAAC Re accredited with A grade. (CGPA: 3.04)

Dr.Ajayakumar Koorma.
Principal

Email:drajayan67@gmail.com
sncollegekannur@gmail.com
Ph:04972731085

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Internal Quality Assurance Cell

Sree Narayana College Kannur

Minutes of the meeting of IQAC

No. IQAC/2020-21/01

Date and Time: 08.06.2020, 10.30 AM
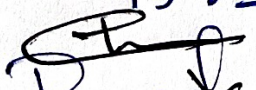
Venue: IQAC Room

AGENDA

1. Academic matters-Online classes
2. Constitution of new IQAC team
3. Online teaching tools-workshop for teachers
4. Academic audit-feedback, result analysis

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. V. Lasitha
5. Dr. Prasanth K. P.
6. Dr. Vandana Punnakkal M
7. Dr. B. O. Prasad
8. Mr. C. K. V. Ramesan
9. Dr. Jithesh. K.
10. Ms. Amrutha K. K.
11. Mr. K. M. Janardanan
12. Mr. Jayachandran
13. Mr. K. Balachandran

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken Report

1. AQAR and AISHE reports for the year 2018-19 were submitted by the end of March 2019.

Decisions Taken

1. New IQAC team has been created with following members Dr. K. Ajayakumar (Principal), Dr. Anitha P. K. (IQAC Co-ordinator), Dr. C. P. Satheesh, Dr. B. V. Lasitha, Dr. Prasanth K. P. , Dr. Vandana Punnakkal M, Dr. B. O. Prasad, Mr. C. K. V. Ramesan, Dr. Jithesh. K. , Ms. Amrutha K. K. , Mr. K. M. Janardanan , Mr. Jayachandran, Mr. K. Balachandran

2. Decided to complete 2nd semester UG and PG topics via online mode.

3. Decided to conduct orientation workshop on online teaching tools to update the teachers about various online teaching platforms.

4. Decided to feedback forms on curriculum, department and teachers among the students.

5. Decided to conduct result analysis meeting of the final year UG students with principal and all the department teachers as members.

Principal

Sree Narayana College Kannur

Dr.Ajayakumar Koorma.
Principal

Email:drajayan67@gmail.com
sncollegekcnnur@gmail.com
Ph:04972731085

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Internal Quality Assurance Cell

Sree Narayana College Kannur

Minutes of the meeting of IQAC

No. IQAC/2020-21/02

Date and Time: 07.09.2020, 3.30 PM

Venue: Online platform

AGENDA

1. UGC-Skill course (NSQF) application
2. NIRF
3. Department Webinars
4. Kerala Higher Education new Courses

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. V. Lasitha
5. Dr. Prasanth K. P.
6. Dr. Vandana Punnakkal M
7. Dr. B. O. Prasad
8. Mr. C. K. V. Ramesan
9. Dr. Jithesh. K.
10. Ms. Amrutha K. K.
11. Mr. K. M. Janardanan
12. Mr. Jayachandran
13. Mr. K. Balachandran

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken Report

1. New IQAC team has been created with following members Dr. K. Ajayakumar (Principal), Dr. Anitha P. K. (IQAC Co-ordinator), Dr. C. P. Satheesh, Dr. B. V. Lasitha, Dr. Prasanth K. P. , Dr. Vandana Punnakkal M, Dr. B. O. Prasad, Mr. C. K. V. Ramesan, Dr. Jithesh. K. , Ms. Amrutha K. K. , Mr. K. M. Janardanan , Mr. Jayachandran, Mr. K. Balachandran A screening committee was constituted to verify the promotion files of teachers.

2. All the portions were completed in online mode for UG and PG.

3. An online workshop on online teaching tools for teachers was conducted for college teachers in MOODLE platform. The teachers learned about online tools such as MOODLE, Google class room, Google meet and other softwares.

4. The feedback forms on curriculum, department and teachers were collected from students and analyzed.

5. Result analysis meetings were conducted and remedial measures were suggested for slow learners.

Decisions Taken

1. All the departments were directed to apply for the UGC-NSQF skill based certificate courses.

2. Decided to constitute a committee for NIRF data submission for the year 2020.

3. All the departments were informed to conduct webinars in collaboration with college IQAC.

4. Mathematics, English, Botany and Malayalam departments were directed to apply for the new courses proposed by Kerala Higher Education Department.

Principal

Sree Narayana College Kannur

Dr.Ajayakumar Koorma.
Principal

Email:drajayan67@gmail.com
sncollegekannur@gmail.com
Ph:04972731085

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Internal Quality Assurance Cell

Sree Narayana College Kannur

Minutes of the meeting of IQAC

No. IQAC/202-21/04

Date and Time: 01.02.2021, 3.30 PM

Venue: IQAC Room

AGENDA

1. NIRF (2019-20) data submission.
2. AQAR (2019-20) data submission.

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. V. Lasitha
5. Dr. Prasanth K. P.
6. Dr. Vandana Punnakkal M
7. Dr. B. O. Prasad
8. Mr. C. K. V. Ramesan
9. Dr. Jithesh. K.
10. Ms. Amrutha K. K
11. Mr. K. M. Janardanan
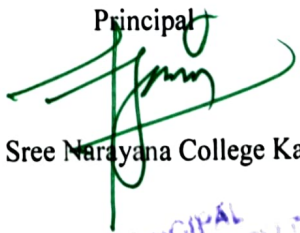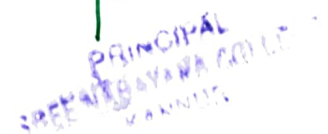12. Mr. Jayachandran
13. Mr. K. Balachandran

Action Taken Report

1. IQAC reviewed the applications for UGC-NSQF skill courses submitted from different departments.
2. The proposal for NSQF submitted by mathematics department has been sanctioned by UGC.
3. All the departments conducted webinars in collaboration with IQAC.
4. New course in MSc. Mathematics have been sanctioned by Kerala Higher Education Department.

Decisions Taken

1. Decided to constitute AQAR criteria wise committee for the effective submission of AQAR.

   Criteria 1 and 2: Dr. Anitha P. K and Dr. Jithesh. K

   Criteria 3: Dr.K.P. Prasanth and Dr. Prasad. B.O

   Criteria 4: Dr. Rajeev M and Mr. Vipin. V. K

   Criteria 5: Mr. CKV. Ramesh and Amrutha. K. K

   Criteria 6: Dr. Sabitha. P. C and Mrs. Rakhi Rakhavan

   Criteria 7: Mr. Sreenish and Mr. Arun.K. V
2. AQAR 2019-20 will be submitted at the second week of March 2021.
3. Decided to update the college website before the submission of the AQAR.

Principal

Sree Narayana College Kannur

Dr.Ajayakumar Koorma.
Principal

Email:drajayan67@gmail.com
sncollegekannur@gmail.com
Ph:04972731085

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Internal Quality Assurance Cell

Sree Narayana College Kannur

Minutes of the meeting of IQAC

No. IQAC/2020-21/03

Date and Time: 22.03.2021, 4.00 PM

Venue: IQAC Room

AGENDA

1. IQAC meeting with Research Officer of SN trust Management.
2. IQAC activities.

Members Present

1. Dr. K. Ajayakumar (Principal)
2. Dr. Anitha P. K. (IQAC Co-ordinator)
3. Dr. C. P. Satheesh
4. Dr. B. V. Lasitha
5. Dr. Prasanth K. P.
6. Dr. Vandana Punnakkal M
7. Dr. B. O. Prasad
8. Mr. C. K. V. Ramesan
9. Dr. Jithesh. K.
10. Ms. Amrutha K. K.
11. Mr. K. M. Janardanan
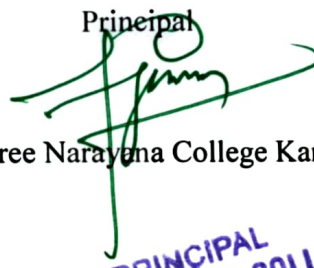12. Mr. Jayachandran
13. Mr. K. Balachandran

Meeting started with silent prayer. Principal welcomed all the members to the meeting. Dr. R. Raveendran, Research officer of SN trusts colleges explained about the key factors needed during next NAAC accreditation process.

Decisions Taken

1. Decided to introduce a learning management system (LMS) in the college. The name of the LMS platform is etlab.
2. IQAC will prepare a budget in each academic year, based on that the quality initiatives of the college will be monitored.
3. Decided to collect feedback from students about the activities of IQAC.

Principal

Sree Narayana College Kannur

PRINCIPAL
SREE NARAYANA COLLEGE
KANNUR

Minutes of the meeting of IQAC

No. IQAC/2019-20/01
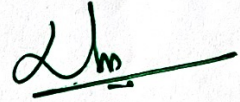
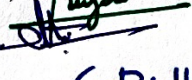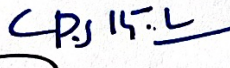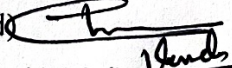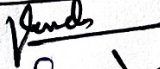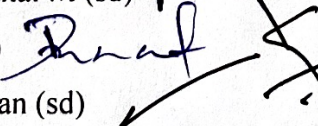Date and Time: 07.06.2019, 3.30 PM

Venue: IQAC Room

AGENDA

1. Internal academic auditing-Result analysis of Even semester
2. Orientation class for UG & PG first year students
3. Teachers Promotion/Placement
4. Activities of academic year 2019-20

Members Present

1. Dr. SivadasanThirumangalath (Principal) (sd)
2. Dr. Preetha K. C (IQAC Co-ordinator) (sd)
3. Dr. K. Ajayakumar (sd)
4. Dr. Anitha P. K. (sd)
5. Dr. C. P. Satheesh (sd)
6. Dr. B. V. Lasitha (sd)
7. Dr. Prasanth K. P. (sd)
8. Dr. Vandana Punnakkal M (sd)
9. Dr. B. O. Prasad (sd)
10. Mr. C. K. V. Ramesan (sd)
11. Mr. K. M. Janardanan (sd)

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.
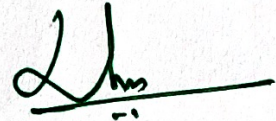
Action Taken Report

1. Remedial Coaching was introduced for slow learners and the tutorial system was strengthened.

2. Carrier guidance and counseling cell was reconstructed by including members from all departments. Decided to conduct carrier counseling class for UG and PG students.

3. Proposal has been submitted to sanction Rain Water Harvesting unit for the college from MLA's local development fund.

Decisions Taken

1. All the departments are informed to discuss the results of UG and PG courses within the departments and submit the reports to IQAC.

2. Decided to constitute a screening committee to review the promotion papers of teachers.

3. Decided to conduct orientation program for first semester UG and PG students.

4. IQAC discussed the plan of action for the next academic year.

5. Decided to organize seminars, conferences and workshops within the college. Teachers are advised to participate in such programs.

Principal
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Internal Quality Assurance Cell

Sree Narayana College Kannur

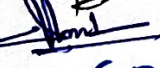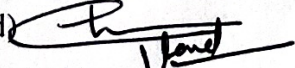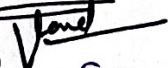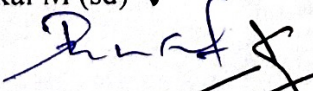## Minutes of the meeting of IQAC

No. IQAC/2019-20/02
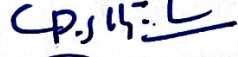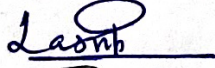
Date and Time: 08.08.2019, 3.30 PM

Venue: IQAC Room

AGENDA

1. Action taken report
2. Internal/Continuous evaluation
3. Enrolment in various forums-NCC, NSS, WWS, ASAP, SSP.
4. PTA meeting
5. AQAR data submission.

Members Present

1. Dr. SivadasanThirumangalath (Principal) (sd)
2. Dr. Preetha K. C (IQAC Co-ordinator) (sd)
3. Dr. K. Ajayakumar (sd)
4. Dr. Anitha P. K. (sd)
5. Dr. C. P. Satheesh (sd)
6. Dr. B. V. Lasitha (sd)
7. Dr. Prasanth K. P. (sd)
8. Dr. Vandana Punnakkal M (sd)
9. Dr. B. O. Prasad (sd)
10. Mr. C. K. V. Ramesan (sd)
11. Mr. K. M. Janardanan (sd)

Principal welcomed all the members to the new academic year programs of IQAC. The committee reviewed the decisions of the previous academic year.

Action Taken Report

1. Even semester results were analyzed for all the UG and PG classes. Departments were decided to conduct remedial teaching for slow learners.

2. A screening committee was constituted to verify the promotion files of teachers.
3. Orientation classes were conducted for UG and PG students to introduce the curriculum.
4. A plan of action was chalked out by each department and the various clubs about the programs to be conducted in the year.

Decisions Taken

12. Action taken report of the previous meeting was discussed.
13. Decided to publish the internal mark in the department notice board and rectify the complaints before uploading to the university website.
14. Newly joined students should be motivated to enroll in various clubs and student support programmes like NSS and NCC.
15. Decided to conduct at least one PTA meeting in each semester to update the progress of the students.
16. All the departments were announced to submit department data for AQAR.

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Minutes of the meeting of IQAC

No. IQAC/2019-20/03
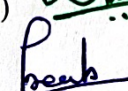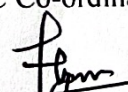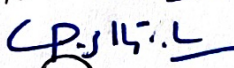
Date and Time: 22.10.2019, 12.00 PM
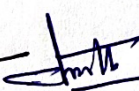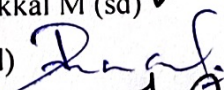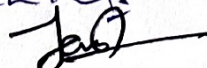
Venue: IQAC Room

AGENDA

1. NIRF data submission.
2. AQAR (2018-19) data submission.

Members Present

1. Dr. SivadasanThirumangalath (Principal) (sd)
2. Dr. Preetha K. C (IQAC Co-ordinator) (sd)
3. Dr. K. Ajayakumar (sd)
4. Dr. Anitha P. K. (sd)
5. Dr. C. P. Satheesh (sd)
6. Dr. B. V. Lasitha (sd)
7. Dr. Prasanth K. P. (sd)
8. Dr. Vandana Punnakkal M (sd)
9. Dr. B. O. Prasad (sd)
10. Mr. K. M. Janardanan (sd)

Meeting started with silent prayer. Principal welcomed all the members to the meeting and presented a short introduction about NIRF.

Action Taken Report

1. IQAC has taken the initiative to monitor the internal mark submission process.
2. Orientation classes were conducted to newly joined students to make them aware of the various clubs such as NSS, NCC, ASAP, WWS, etc.
3. PTA Meeting time schedule for each departments were published in consultation with IQAC members and Department Heads.

4. A committee was constituted to compile the data needed for AQAR submission.

Decisions Taken

1. Decided to create a core committee to coordinate NIRF data submission.
2. Decided to collect NIRF and AQAR data from departments and clubs, before November first week.
3. Decided to arrange a seminar on NAAC Accreditation procedures for IQAC members and teachers. Decided to invite Dr. R. Raveendran SN Trusts Research officer/Former principal of SN College Varkala as the resource person.

Principal

Sree Narayana College, Kannur

PRINCIPAL
SREE NARAYANA COLLEGE
KANNUR

Minutes of the meeting of IQAC

No. IQAC/2019-20/04

Date and Time: 09.01.2020, 3.30 PM
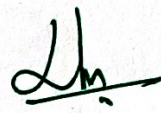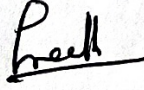
Venue: IQAC Room

AGENDA

1. AISHE (2018-19) data submission.
2. AQAR (2018-19) data submission.
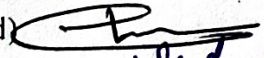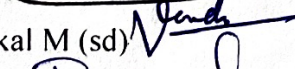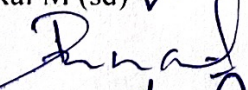
Members Present

1. Dr. SivadasanThirumangalath (Principal) (sd)
2. Dr. Preetha K. C (IQAC Co-ordinator) (sd)
3. Dr. K. Ajayakumar (sd)
4. Dr. Anitha P. K. (sd)
5. Dr. C. P. Satheesh (sd)
6. Dr. B. V. Lasitha (sd)
7. Dr. Prasanth K. P. (sd)
8. Dr. Vandana Punnakkal M (sd)
9. Dr. B. O. Prasad (sd)
10. Mr. K. M. Janardanan (sd)

Action Taken Report

1. A core committee was constituted to coordinate NIRF data submission. Dr. Anitha. P. K, Dr. K. P. Prasanth, Dr. C.P.Satheesh, and Mr. C. K.V.Rameshan was selected as the NIRF core committee members.

2. IQAC has verified the data for AQAR and NIRF submitted by each department.

3. Conducted seminar on 'NAAC Accreditation procedures for IQAC members and teachers' was organized on the first week of nuvember.

4. PTA meeting was conducted by all the departments and the report was submitted to IQAC.

Decisions Taken

1. Decided to constitute AQAR criteria wise committee for the effective submission of AQAR.
2. Mr. C. K.V. Ramesh was appointed as the coordinator of AISHE.
3. Decided to submit the AQAR and AISHE report before March 2019.

Principal

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