



**SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE**  
**MANNAMPATTA, PALAKKAD**  
Reaccredited by NAAC with B Grade

Term meeting of IQAC will be held on 26/06/2019 at 11:00 am.

**Venue: Principal's Room**


**Agenda**

- Item No.1.0: Approval of the minutes IQAC meeting held on 20/03/2019
- Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 20/03/2019
- Item No.3.0: Welcome Newly Constituted members of IQAC
- Item No.4.0: Academic Calendar Committee
- Item No. 5.0: Certificate Courses
- Item No. 6.0: Promotion of Research in the college
- Item No. 7.0: Submission of proposals for Seminars/Workshops/FDP for the academic year
- Item No. 8.0: Environmental Consciousness
- Item No: 9.0 Gender sensitization programmes
- Item No. 10.0 Awareness on MOOC/ e- content development
- Item No.11:0 Internal Lecture Series (FDP) on RAF
- Item No: 12.0 General Alumni
- Item No.. 13.0 AQAR preparation and submission

**Members:**

- Dr Jayan Erancheri Illam (Chairman)
- Shri. Haridas P. (Head, Department of Statistics)
- Dr. Parvathy K P (Head, Department of Sanskrit)
- Dr. Geetha K. ((Head, Department of History)
- Smt. Rashmi K. (Head, Department of Mathematics)
- Smt Vijaylakshmi K. K. (Head, Department of Economics)
- Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)
- Smt Rathi K N Assistant Professor(Department of Commerce)
- Sri Sadeep K, (Head, Department of Physical Education)
- Smt Dhanya K, Librarian
- Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)
- Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)
- Shri Krishnan Namboodiri, North Zone Joint Secretary (Management )
- Shri Radhakrishnan , Adminsitrator
- Sankaran Namoboodiri ( Head Accountant)
- Sreelesh (Student Union Chairman)



  
Principal  
Sreekrishnapuram V.T. Bhattathiripad College  
P.O. Mannampatta, Palakkad



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**Minutes of the TERM Meeting of IQAC held on 26/06/2019**

**Venue: Principal's Room**

Members:	
Dr Jayan Erancheri Illam (Chairman)	Sd/-
Shri. Haridas P. (Head, Department of Statistics)	Sd/
Dr. Parvathy K P (Head, Department of Sanskrit)	Sd/
Dr. Geetha K. ((Head, Department of History)	Sd/
Smt. Rashmi K. (Head, Department of Mathematics)	Sd/
Smt Vijaylakshmi K. K. (Head, Department of Economics)	Sd/
Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)	Sd/
Smt Rathi K N Assistant Professor(Department of Commerce)	Sd/
Smt Dhanya K, Librarian	Sd/
Sri Sadeep K, (Assistant Professor, Department of Physical Education)	Sd/
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)	Sd/
Shri Krishnan Namboodiri, North Zone Joint Secretary (Management)	Sd/
Shri Radhakrishnan , Adminsitrator	Sd/
Sankaran Namoboodiri ( Head Accountant)	Sd/
Sreelesh (Student Union Chairman)	Sd/

**Agenda**

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 20/03/2019	The minutes of the meeting was circulated and has been confirmed by members.
2.0	Action Taken Report on decisions of IQAC meeting held on 20/03/2019	Refer Table ATR20191
3.0	Welcoming New members of Reconstituted IQAC Cell	Welcomed the Approved reconstituted IQAC Cell with the following members: <ul style="list-style-type: none"><li>• Dr Jayan Erancheri Illam (Chairman)</li><li>• Shri. Haridas P. (Head, Department of Statistics)</li><li>• Dr. Parvathy K P (Head, Department of Sanskrit)</li><li>• Dr. Geetha K. ((Head, Department of History)</li><li>• Smt. Rashmi K. (Head, Department of Mathematics)</li><li>• Smt Vijaylakshmi K. K. (Head, Department of Economics)</li></ul>



		<ul style="list-style-type: none"> <li>Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)</li> <li>Smt Rathi K N Assistant Professor(Department of Commerce)</li> <li>Sri Sadeep K, (Head, Department of Physical Education)</li> <li>Smt Dhanya K, Librarian</li> <li>Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)</li> <li>Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)</li> <li>Shri Krishnan Namboodiri, Manager Sreekrishnapuram V. T. Bhattathiripad College (Management)</li> <li>Shri Radhakrishnan, Adminsitrator</li> <li>Sankaran Namoboodiri ( Head Accountant)</li> <li>Sreelesh (Student Union Chairman)</li> </ul>
4.0	Academic Calendar Committee	The new Academic Committee is constituted with the following members: <ul style="list-style-type: none"> <li>Dr. K. P Parvathy</li> <li>Smt Rathi K N</li> <li>Smt Bhavya P V</li> </ul>
5.0	Conduct of Certificate Courses	Resolved to conduct Certificate Course. All department heads were directed to initiate Certificate Courses.
6.0	Promotion of Research in the college	Apply for interdisciplinary research projects.
7.0	Submission of proposals for Seminars/Workshops/FDP for the academic year	All departments submitted their Seminar/Workshop proposals.
8.0	Environmental Consciousness	Waste disposal project proposed. To be initiated by NSS and Nature Club
9.0	Gender sensitization programmes	Woman's Cell was directed to conduct Gender sensitization programmes.
10.0	Awareness Programme: MOOC and e-content. Development	Decided to conduct a three day Workshop on MOOC and ecomtent development with publication as Book with ISBN Number.
11.0	Internal Lecture Series (FDP) on RAF	A lecture series on RAF to be conducted from July onwards
12.0	General Alumni Meet	To have General Alumni meet and initiate a registered Alumni. A Committee is constituted wit Sri Haridas P and Smt Bindu T.
13.0	AQAR preparation and submission	Criteria wise subcommittee constituted during 2018-19 to continue for the year 2019-20.

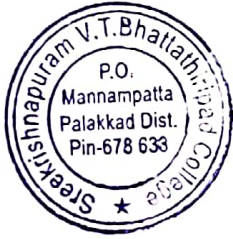
**ACTION TAKEN REPORT ATR20191**

Item No.	Item	Decision	Action taken Report
1.0	Workshop On	Computer Science Department proposes to conduct the National	Conducted





		Seminar in March 2019	
2.0	A Talk On Natural Language Processing	Computer Science Department proposes to conduct the National Seminar in April 2019	Conducted
3.0	Internal Audit for the year 2018-19	To be conducted in November	Preparation in progress
4.0	Reconstitution of IQAC Cell	Dr Parvathy K P (New HOD Department of Sanskrit) Smt Rathi K N Assistant Professor(Department of Commerce) Sri Madambi Sankaran (New Head Accountant) Sri Krishnan Namboothiri (Newly elected Manager of Sreekrishnapuram V. T Bhattathiripad College)	Approved



*[Signature]*  
Principal  
Sreekrishnapuram V.T. Bhattathiripad College  
P.O. Mannampatta, Palakkad



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**Notice**

A meeting of the IQAC with SubCommittee (Criteria-wise Leaders) will be held on 24/07/2019 at 2:30 pm  
Venue: Principal's Chamber

**Members:**

- Dr Jayan Erancheri Illam (Chairman)
- Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)
- Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)
- Shri Kamal Raj Mohan
- Shri Arvind G S
- Dr. Asish
- Smt Sathyavathy K
- Smt Subha I N
- Smt Sruthi P A
- Dr Vijayasree K V


**Agenda**

Item No.1.0: Consolidation of Criteria-wise department Reports from the departments.

Item No. 2.0: Submission of AQAR.

Item No. 3.0: Any other matter



  
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**Minutes of the meeting of IQAC with SubCommittee**


Venue: Principal's Chamber

**Members:**

Dr. Jayan Erancheri Illam (Chairman)	Sd/-
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)	Sd/
Shri Kamal Raj Mohan	Sd/
Shri Arvind G S	Sd/
Dr. Asish	Sd/
Smt Sathyavathy K	Sd/
Smt Subha I N	Sd/
Smt Sruthi P A	Sd/
Dr Vijayasree K V	Sd/

Item No.	Item	Decision
1.0	Consolidation of Criteria-wise department Reports from the departments.	Arising out of discussion the subcommittee requested IQAC to conduct the FDP on RAF before they start data collection. It was decided to conduct the lecture series on each criteria by IQAC from 1 <sup>st</sup> of August 2019.
2.0	Submission of AQAR 2018-19	Consolidation of the 2018-19 AQAR by August



  
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**NOTICE**

A meeting of the IQAC members with Heads of the Department will be held on 23/10/2019 at 12:00 pm

**Venue: Seminar Hall**

**Agenda**

Item No. 1.0: Approval of the minutes IQAC meeting held on 20/03/2019

Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 20/03/2019

Item No.3.0: Review of Consolidation and submission of Criteria-wise department Reports from the departments.

Item No. 4.0: Submission of AQAR date to be finalized.

Item No. 5.0: Any other matter

**Members:**

1. Dr Jayan Erancheri Illam (Chairman)
2. Dr. Parvathy K P (Head, Department of Sanskrit)
3. Dr. Geetha K. ((Head, Department of History)
4. Smt. Rashmi K. (Head, Department of Mathematics)
5. Smt Vijaylakshmi K. K. (Head, Department of Economics)
6. Smt. Bindu T. (Head, Department of Commerce and Management Studies)
7. Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)
8. Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)



  
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**Minutes of the Meeting of IQAC with HOD's held on 23/10/2019**

**Venue: Seminar Hall**


**Members:**

Dr Jayan Erancheri Illam (Chairman) Sd/-  
Dr. Parvathy K P (Head, Department of Sanskrit) Sd/  
Dr. Geetha K. ((Head, Department of History) Sd/  
Smt. Rashmi K. (Head, Department of Mathematics) Sd/  
Smt Vijaylakshmi K. K. (Head, Department of Economics) Sd/  
Smt. Bindu T. (Head, Department of Commerce and Management Studies) Sd/  
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics) Sd/  
Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science) Sd/

**Agenda**

Item No.	Item	Decision
1.0	Review of Consolidation and submission of Criteria-wise department Reports from the departments.	Heads of the departments will submit the data to the Subcommittee by 18/11/2019 Arising out discussion it was suggested that Internal Academic Audit may be conducted from 7 <sup>th</sup> November onwards. Data Upload will start from 20/11/2019
2.0	Submission of AQAR 2018-19	After approval of IQAC AQAR shall be uploaded by 30/11/2019
3.0	Any other matter	Decided to conduct meeting with HOD's on first and third Wednesday of every month at 2:30 pm.



  
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**Notice**

A meeting of the IQAC members will be held on 06/11/2019 at 2:30 pm

**Venue: Principal's Room**


**Agenda**

- Item No.1.0: Updates on the consolidation of criteria-wise reports of each departments
- Item No. 2.0: Preparatory work for internal audit.
- Item No. 3.0: Any other matter

**Members:**

1. Dr Jayan Erancheri Illam (Chairman)
2. Shri. Haridas P. (Department of Statistics)
3. Dr. Parvathy K P (Head, Department of Sanskrit)
4. Dr. Geetha K. ((Head, Department of History)
5. Smt. Rashmi K. (Head, Department of Mathematics)
6. Smt Vijaylakshmi K. K. (Head, Department of Economics)
7. Smt. Bindu T. (Head, Department of Commerce and Management Studies)
8. Smt Rathi K N Assistant Professor (Department of Commerce)
9. Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)
10. Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)



  
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**Minutes of the Meeting of IQAC with HOD's held on 06/11/2019**

**Venue: Principal's Room**


**Members:**

Dr. Jayan Erancheri Illam (Chairman)	Sd/-
Shri. Haridas P. (Department of Statistics)	Sd/
Dr. Parvathy K P (Head, Department of Sanskrit)	Sd/
Dr. Geetha K. ((Head, Department of History)	Sd/
Smt. Rashmi K. (Head, Department of Mathematics)	Sd/
Smt Vijaylakshmi K. K. (Head, Department of Economics)	Sd/
Smt. Bindu T. (Head, Department of Commerce and Management Studies)	Sd/
Smt Rathi K N Assistant Professor(Department of Commerce)	Sd/
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)	Sd/

**Agenda**

Item No.	Item	Decision
1.0	Updates on the consolidation of criteria-wise reports of each department	Internal audit dates revised. Rescheduled to 14 November onwards
2.0	Preparatory work for internal audit.	Internal auditors: <ul style="list-style-type: none"><li>• Dr. Jayan E.</li><li>• Sri Haridas P.</li><li>• Dr. Saritha Namboodiri</li><li>• Smt Rathi K N</li></ul>
3.0	Any other matter	1. General Alumni meet to be held on 28 <sup>th</sup> of November 2019. 2. Online feedback charge: <ul style="list-style-type: none"><li>• Smt Subha IN</li><li>• Smt Bhavya P V</li></ul>



  
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Notice

A meeting of the IQAC members will be held on 21/11/2019 at 3:30 pm

**Venue: Principal's Room**

**Agenda**

Item No. 1.0: Internal Audit conducted– review 14/11/2019, 15/11/2019 and 18/11/2019

Item No. 2.0: Submission of Criteria wise document for consolidation – final call


Item No. 3.0: Stride Project

Item No. 4.0: Academic Calendar, Teacher's diary, Class diary, Department Diary

**Members:**

1. Dr Jayan Erancheri Illam (Chairman)
2. Shri. Haridas P. (Department of Statistics)
3. Dr. Parvathy K P (Head, Department of Sanskrit)
4. Dr. Geetha K. ((Head, Department of History)
5. Smt. Rashmi K. (Head, Department of Mathematics)
6. Smt Vijaylakshmi K. K. (Head, Department of Economics)
7. Smt. Bindu T. (Head, Department of Commerce and Management Studies)
8. Smt Rathi K N Assistant Professor(Department of Commerce)
9. Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)
10. Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)



  
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**Minutes of the Meeting of IQAC with HOD's held on 21/11/2019**

**Venue: Principal's Room**

**Members:**

Dr Jayan Erancheri Illam (Chairman) Sd/-  
Shri. Haridas P. (Department of Statistics) Sd/  
Dr. Parvathy K P (Head, Department of Sanskrit) Sd/  
Dr. Geetha K. ((Head, Department of History) Sd/  
Smt. Rashmi K. (Head, Department of Mathematics) Sd/  
Smt Vijaylakshmi K. K. (Head, Department of Economics) Sd/  
Smt. Bindu T. (Head, Department of Commerce and Management Studies) Sd/  
Smt Rathi K N Assistant Professor(Department of Commerce) Sd/  
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics) Sd/  
Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science) Sd/

**Agenda**

Item No.	Item	Decision
1.0	Internal Audit conducted review	Swot Analysis reported
2.0	Submission of Criteria wise document for consolidation – final call	To be completed by 24 <sup>th</sup> of November
3.0	Stride Project	Stride Project of UGC approved. Hearty congratulation to the team.
4.0	Academic Calendar, Teacher's diary, Class diary, Department Diary	Revised all the formats.
5.0	Any other matter	Student Profile need to be updated. Dr Sandeep will do the needful.






ACTION TAKEN REPORT ATR20192

Item No.	Item	Decision	Action Taken
1.0	Updates on the consolidation of criteria-wise reports of each department	Internal audit dates revised. Rescheduled to 14 November onwards	Academic Audit conducted
2.0	Preparatory work for internal audit.	Internal auditors: <ul style="list-style-type: none"> <li>• Dr. Jayan E.</li> <li>• Sri Haridas P.</li> <li>• Dr. Saritha Namboodiri</li> <li>• Smt Rathi K N</li> </ul>	Completed
3.0	Any other matter	1. General Alumni meet to be held on 28 <sup>th</sup> of November 2019. 2. Online feedback charge: <ul style="list-style-type: none"> <li>• Smt Subha IN</li> <li>• Smt Bhavya P V</li> </ul>	1. General Alumni meet held 2. Online feedback taken



  
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NOTICE

Term meeting of IQAC will be held on 25/11/2019 at 11:00 am.

Venue: Principal's Room

**Agenda**

- Item No.1.0: Seminar on INTRODUCING MOOC & E-CONTENT DEVELOPMENT  
Item No. 2.0: Submission of AQAR 2018-19  
Item No.3.0: Any other matter permitted by the chair

**Members:**

- Dr Jayan Erancheri Illam (Chairman)
- Shri. Haridas P. (Head, Department of Statistics)
- Dr. Parvathy K P (Head, Department of Sanskrit)
- Dr. Geetha K. ((Head, Department of History)
- Smt. Rashmi K. (Head, Department of Mathematics)
- Smt Vijaylakshmi K. K. (Head, Department of Economics)
- Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)
- Smt Rathi K N Assistant Professor(Department of Commerce)
- Smt Dhanya K, Librarian
- Sri Sadeep K (Assistant Professor, Department of Physical Education)
- Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)
- Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)
- Shri Krishnan Namboodiri, North Zone Joint Secretary (Management )
- Shri Radhakrishnan , Adminsitrator
- Sankaran Namoboodiri ( Head Accountant)
- Sreelesh (Student Union Chairman)



*Mam*  
Principal

Sreekrishnapuram V.T. Bhattathiripad College  
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Minutes of the TERM Meeting of IQAC held on 25/11/2019

Venue: Principal's Room


Members:

Dr Jayan Erancheri Illam (Chairman)	Sd/-
Shri. Haridas P. (Head, Department of Statistics)	Sd/
Dr. Parvathy K P (Head, Department of Sanskrit)	Sd/
Dr. Geetha K. ((Head, Department of History)	Sd/
Smt. Rashmi K. (Head, Department of Mathematics)	Sd/
Smt Vijaylakshmi K. K. (Head, Department of Economics)	Sd/
Smt. Bindu T. (Head, PG Department of Commerce and Management Studies)	Sd/
Smt Rathi K N Assistant Professor(Department of Commerce)	Sd/
Smt Dhanya K, Librarian	Sd/
Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Department of Computer Science)	Sd/
Shri Krishnan Namboodiri, North Zone Joint Secretary (Management)	Sd/
Shri Radhakrishnan, Adminsitrator	Sd/
Sankaran Namoboodiri ( Head Accountant)	Sd/
Sreelesh (Student Union Chairman)	Sd/-

Agenda

Item No.	Item	Decision
1.0	Seminar on INTRODUCING MOOC & E-CONTENT DEVELOPMENT	Conduct Seminar from 16 <sup>th</sup> December 2019
2.0	Submission of AQAR 2018-19	Frist week of December, 2019
3.0	Any other matter with permission of the chair	SWAYAM NPTEL Local Chapter initiated with Dr. Asish as Programme coordinator from October 2019 onwards. College ID: 3160

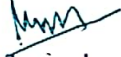


  
Principal  
Sreekrishnapuram V.T. Bhattathiripad College  
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ACTION TAKEN REPORT ATR20193

Item No.	Item	Action Taken
5.0	Conduct of Certificate Courses	Four Departments have conducted Certificate Courses
6.0	Promotion of Research in the college	Awarded Stride Project of UGC (Interdisciplinary)
7.0	Submission of proposals for Seminars/Workshops/FDP for the academic year	Most of the departments have conducted National Seminars/Workshops as planned
8.0	Environmental Consciousness	Waste disposal project implemented in the college by NSS and Nature Club
9.0	MOOC/ e-content	MOOC and e-content. FDP conducted
10.0	AQAR submission	Submitted timely
11.0	Internal Lecture Series (FDP) on RAF	A lecture series on RAF was conducted
	General Alumni meet	Conducted



  
**Principal**  
 Sreekrishnapuram V.T. Bhattothiripad College  
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