



SREEKRISHNAPURAM V.T. BHATTATHIRIPAD COLLEGE

Aided and Affiliated to University of Calicut, NAAC Accredited with B+ Grade

Phone (Office) : 0466-2268285 | Email : principalvtbcollege@gmail.com



CRITERION - VI GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.5 Internal Quality Assurance System



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Mannampatta P.O., Palakkad - 678 633

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Minutes of IQAC Meeting and Action Taken Report 2021-22



SREEKRISHNAPURAM V T BHATTATHIRIPAD COLLEGE
MANNAMPATTA, PALAKKAD, 678633
Affiliated to the University of Calicut

IQAC Minutes
&
Action taken Report

2021-22

IQAC Meeting 2021-22

Meeting 1 – 7/6/2021

IQAC Meeting 1 (Online Mode)

Platform – Google Meet, Time 10:30AM

Agenda

- Item No. 1.0: Discussion on Plan of Action for the Academic Year 2021-22
- Item No. 2.0: Student Induction Programme
- Item No. 3.0: MoUs, Linkages, FDPs, National and International level seminars.
- Item No. 4.0: Master timetable and Academic calendar
- Item No. 5.0: Academic Management System
- Item No. 6.0: Any Other matter brought forward by the chair

Minutes of the meeting

Item No.	Item	Decision
1.0	Discussion on Plan of Action for the Academic Year 2021-22	IQAC Coordinator briefed the plan of action for the academic year 2021-22.
2.0	Student Induction Programme	Committee decided to organize Student Induction Programme for first year UG and P G Students after the completion of admission.
3.0	MoUs, Linkages, FDPs, National and International Seminars.	All departments were directed to prepare proposals of Seminars and mentioned academic activities and submit the proposals by the last week of July.
4.0	Master timetable and Academic calendar	Decided to assign the duty of preparation of master timetable and academic calendar to academic committee.
6.0	Academic Management System	IQAC Co Ordinator informed the committee that measures being taken to purchase Academic Management System.
7.0	College Website	IQAC Coordinator informed that the work of college website is progressing and invited suggestions from all members regarding the same.



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) 6	Sd/
Smt Vijaylakshmi K. K. (Head, Department of Economics)	Sd/
Smt. Bindu T. (Head, Department of Commerce)	Sd/
Smt Rathi K N (Assistant Professor, Department of Commerce)	Sd/
Smt Dhanya K, (Librarian)	Sd/
Sri Sadeep K, (Assistant Professor, Dept of Physical Education)	Sd/
Dr. Sandeep Narayan (Asst. Professor Dept. of Mathematics)	Sd/
Dr. Saritha Namboodiri, (Coordinator, IQAC, Dept. of Computer Sc.	Sd/
Sri Sankaran Namoboodiri (Head Accountant)	Sd/





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**Action Taken Report
Meeting 1 - 7/6/2021**

Item No.	Item	Decision	Action taken Report
2.0	Student Induction Programme	Decided to conduct student induction program on 23-11-2021	Conducted.
3.0	MoUs, Linkages, FDPs, National and International Seminars.	All departments were directed to prepare academic programs and submit the proposals.	Approved the proposals from department The following activities were conducted MoUs and Linkages were established 1. Linkage Between Mookambika Vidya Niketan Secondary School Mannarkkad & SV.T. B College, Mannampatta, Palakkad 2. Linkage Between ICDC, Kadampazhipuram & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad Seminars and Workshops - 1. International Conference on Modern Research Trends in Ancient Indian Astronomy and Mathematics with Special Reference to Kerala 2. National Seminar on Vedic Literature & Education System - A Historical Analysis 3. Workshop on Bamboo Entrepreneurship: Opportunities for Rural Employment FDP Online Training Program on Kerala Account Code & Budget Manual.
4.0	Preparation of Master timetable and Academic calendar	Decided to assign the duty of preparation of master timetable and academic calendar to academic committee.	Academic Committee Prepared the Master Timetable and Academic Calendar.

Dr Saritha Namboodiri
IQAC Coordinator



Dr Jayana Erancheri Illam
Principal & Chairman IQAC

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Mannampatta, Palakkad - 678633

IQAC Meeting 2021-22

Meeting 2 – 27/9/2021

IQAC Meeting 2 (Online Mode)

Platform – Google Meet, Time 10:30AM

Agenda

- Item No. 1.0: Approval of minutes of IQAC meeting held on 7/6/21
- Item No. 2.0: Discussing Action taken report of meeting 1.
- Item No. 3.0: Consolidation of Criteria wise reports
- Item No. 4.0: Certificate courses and Value-Added courses
- Item No. 5.0: Capacity Building Programs
- Item No. 6.0: Regarding MoUs, Linkages, FDPs and National Seminars
- Item No. 7.0: Result Analysis

Minutes of the meeting

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 07/06/2021	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 07/06/2021	Refer Table ATR2021(1)
3.0	Consolidation of Criteria-wise reports.	Criteria-wise conveners to complete the process of compilation and submit the same to the Assistant coordinator of IQAC by the 3 rd week of October.
4.0	Certificate and Value-Added Courses	Status of the new Certificate Courses and Value-Added Courses initiated by the departments were discussed and approved.
5.0	Capacity Building Programs	Decided to conduct Capacity Building Programs on December 2021
6.0	Linkages, FDPs, National Webinars by Departments	All departments have scheduled the webinars. Decided to initiate Linkage for E waste Management
7.0	Result analysis. Faculty development program on 'Research Methodology'	Decided to conduct the online FDP on October 2021

Members:

1. Dr Jayan Erancheri Illam (Chairman) Sd/-
2. Dr. Parvathy K P (Head, Department of Sanskrit) Sd/
3. Dr. Geetha K. ((Head, Department of History) Sd/
4. Smt. Rashmi K. (Head, Department of Mathematics) Sd/
5. Smt Vijaylakshmi K. K. (Head, Department of Economics) Sd/
6. Smt. Bindu T. (Head, Dept of Commerce) Sd/
7. Dr Saritha Nambodiri, Coordinator IQAC, Dept of Computer Sc. Sd/





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Action Taken Report

Meeting 2 -27/9/2021

Item No.	Item	Decision	Action taken Report
3.0	Consolidation of Criteria-wise reports.	Criteria-wise conveners	Criteria-wise reports have been submitted and included in the draft AQAR of 2021-22
4.0	Certificate Courses and Value-Added Courses	Approved the proposal of certificate courses.	The following courses were Conducted 1. Certificate Course in Financial Modelling 2. Value added course in Digital Marketing
6.0	MoUs, Conduct of FDPs, National Webinars by Departments	Approved the proposal to conduct academic programs	MoUs signed 1. MoU Between Sreekrishnapuram Gramapanchayath & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad 2. Established Linkage between the college and Green Era Recyclers for E waste Management. Seminars conducted 1. Workshop on Research Methodology 2. Seminar on Digital Signal Processing for Audio Research FDPs held 1. FDP on Research Methodology by UGC STRIDE Component I
7.0	Result Analysis	Directed the departemnts to prepare result analysis of 2020-21 AY	Prepared and submitted to the authorities

Dr Saritha Namboodiri
IQAC Coordinator



Dr Jayan Erancheri Illam
Principal & Chairman IQAC

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IQAC Meeting 2021-22
Meeting 3 – 16/11/2021

IQAC Meeting 3, 16/11/2021

Venue – Principal's Room, Time 2:30PM



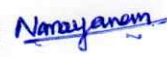








Agenda

- Item No.1.0: Approval of the minutes IQAC meeting held on 27/09/2021
- Item No.2.0: Action Taken Report on decisions of IQAC meeting held on 27/09/2021
- Item No.3.0: Induction Program for UG, MOUs and Linkages, Certificate Courses
- Item No. 4.0: AQAR final Review.
- Item No. 5.0: Organizing Seminars and FDPS
- Item No. 6.0: Any other matter brought forward by the chair.

Minutes of the meeting

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 27/09/2021	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 27/09/2021	Refer Table ATR 2021(2)
3.0	Induction Program for UG students. MOUs Linkages and Certificate Courses	Decided to conduct induction Programme online by the respective departments due to the pandemic. Approved the establishment of MoUs proposed by the departments.
4.0	AQAR final Review	Placed before all the staff of the college
5.0	Organizing Seminars and Workshops	Departments were accorded sanction to conduct proposed FDPs, Seminars and workshops

Members:

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





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MANNAMPATTA, PALAKKAD

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Action Taken Report

Meeting 3 -16/11/2021

Item No.	Item	Decision	Action taken Report
3.0	Induction Program for UG students. MOUs Linkages and Certificate Courses	Decided to conduct induction Program online by the respective departments due to the pandemic. Approved the establishment of MoUs proposed by the departments. Permitted the introduction of new certificate courses.	All Departments conducted the induction program via Google Meet. The following academic events were conducted Certificate Courses 1. Certificate Course in Service Marketing 2. Value added course in Latex 3. Certificate Course in SPSS MoUs and Linkages 1. MoU between Yuvakshethra Institute of Management Studies & Between Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad
4.0	AQAR final Review	Placed before all the staff of the college	Approved for submission
5.0	Organizing FDPs, Seminars and Workshops	Accorded sanction to conduct seminars and workshops by departments	Conducted the following Seminars and workshops 1. Seminar on Environmental Policies: Innovative Strategies and Practices

Dr Saritha Nambodiri
IQAC Coordinator



Dr Jayan Erancheri Illam
Principal & Chairman IQAC

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IQAC Meeting 2021-22

Meeting 4 - 4/1/2022

IQAC Meeting 4: 4/1/2022

Venue - Seminar Hall, Time 3:30PM

Agenda


- Item No. 1.0: Approval of the minutes IQAC meeting held on 16/11/2021
- Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 16/11/2021
- Item No.3.0: Submission of the consolidated Academic activities of all departments.
- Item No. 4.0: Discussion regarding proposed Seminars, FDPs and Certificate Courses
- Item No. 5.0: MoUs Linkages and Introduction of Energy saving initiatives
- Item No. 6.0: Gender Equity Awareness Program
- Item No. 7.0: Purchase of Academic Management System.
- Item No. 8.0: Career Guidance Program.
- Item No. 9.0: Any other matter.


Minutes

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 16/11/2021	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 16/11/2021	Refer Table ATR 2021 (3)
3.0	Submission of the consolidated academic activities of all departments	Consolidated and compiled reports of all departments.
4.0	Discussion regarding proposed Seminars, FDPs and Certificate Courses	Proposals were discussed and approval was given with modifications
5.0	MoUs Linkages and Energy saving initiatives	Discussed the details of MoUs and linkages. Decided to replace conventional bulbs with LED bulbs
6.0	Gender Equity Awareness Programme	Gender Equity Awareness Programme to be conducted by department of commerce
7.0	Purchase of Academic Management System.	Dialogs underway
8.0	Career Guidance Programme	Career Guidance Program to be conducted by IQAC




Members:


Dr Jayan Erancheri Illam (Chairman) 

Shri. Haridas P. (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, Department of Commerce and Management Studies) 

Smt Rathi K N Assistant Professor (Department of Commerce) 

Dr. Sandeep Narayan (Assistant Professor, Department of Mathematics) 

Dr. Saritha Namboodiri, (Co-ordinator, IQAC, Dept. of Computer Science) 





SREEKRISHNAPURAM V. T. BHATTATHIRIPAD COLLEGE

MANNAMPATTA, PALAKKAD

Reaccredited by NAAC with B' Grade Action Taken Report

Meeting 4 - 4/1/2022

Item No.	Item	Decision	Action Taken
3.0	Submission of the consolidated Academic activities of all departments	Consolidated reports of all departments compiled.	Complied and submitted to authorities
4.0	Discussion regarding proposed Seminars and Certificate Courses	Proposals were discussed and approval was given with modifications	The events conducted are listed below Seminars <ol style="list-style-type: none">1. Seminar on Innovations and Prospects in Capital Market2. Seminar on Introduction to Intellectual Property Rights3. Seminar on Entrepreneurship Skill, Attitude and Behavior Development4. Seminar on Research Perspectives in Linear Algebra and Real Analysis Certificate Courses Conducted <ol style="list-style-type: none">1. Certificate Course in Full Stack Development2. Certificate Course in Computer Hardware Assembly
5.0	MoUs Linkages and Energy saving initiatives	Discussed the details of MoUs and linkages. Decided to replace conventional bulbs with LED bulbs	a) Energy Saving initiatives implemented b) MoUs & Linkages approved <ol style="list-style-type: none">1. Linkage Between Parali Higher Secondary School, & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad2. Linkage Between Vivekodayam Higher Secondary School, Thrissur & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad3. Linkage with Veda Sroutha Gurukulam & Sreekrishnapuram V. T. Bhattathiripad College, Mannampatta, Palakkad
6.0	Gender Equity Awareness Program	Gender Equity Awareness Program to be conducted by department of commerce	Conducted on 25.03.2022
7.0	Purchase of Academic Management System.	Decision pending	Dialogs underway with the management in this regard
8.0	Career Guidance Program	Career Guidance Program to be conducted	Seminar on Research Opportunities in Higher Mathematics and Career Pathways was conducted on 26.03.2022 by Department of Mathematics

Dr Saritha Namboodiri
IQAC Coordinator



Dr Jayan Erancheri Illam
Principal & Chairman IQAC
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IQAC Meeting 2021-22

Meeting 5 – 18/4/2022

IQAC Meeting (Online Mode)

Platform – Google Meet, Time: 2:00PM

Agenda

- Item No.1.0: Approval of the minutes IQAC meeting held on 04/01/2022
Item No. 2.0: Action Taken Report on decisions of IQAC meeting held on 04/01/2022
Item No. 3.0: Promotion of Research culture, MoUs, Linkages & Certificate Courses
Item No. 4.0: National Seminar/Webinar on Science and Technology and FDPs
Item No.5.0: External Audit, E-Governance report, other matters

Minutes of the meeting

Item No.	Item	Decision
1.0	Approval of the minutes IQAC meeting held on 04/01/2022	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 04/01/2022	Refer Table ATR2021(4)
3.0	Promotion of Research culture, MoUs, Linkages & Certificate Courses	Encourage more students to present their research papers. Decided to establish more MoUs and Linkages. Suggested to increase the no.of certificate courses offered, to address short comings of syllabus in coming academic years.
4.0	National Seminar/Webinar on Science and Technology and FDPs	PG Department of Computer Science or Department of Mathematics shall conduct National Seminar/Webinar on Science and Technology
5.0	External Audit & Report on E-Governance	Decided to conduct and External Audit. E-Governance report approved and submitted to management

Members:

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/





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Action Taken Report

Meeting 5 - 18/4/2022

Item No.	Item	Decision	Action Taken
3.0	Promotion of Research Culture	Encourage more students to present their research papers	Published a ISBN Edited book including the papers of PG students.
4.0	National Seminar/Webinar on Science and Technology	PG Department of Computer Science or Department of Mathematics shall conduct National Seminar/Webinar on Science and Technology	Conducted a Webinar on Machine Learning Insights by PG Department of Computer Science on 27.06.2022
5.0	External Audit	Decided to conduct external audit	Conducted


Dr Saritha Namboodiri
IQAC Coordinator




Dr Jayan Erancheri Illam
Principal & Chairman IQAC

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