



## **T.K.M. College of Arts and Science Kollam**




### **IQAC ACTION TAKEN REPORT 2018-2019**

## Action Taken Report of the IQAC Meetings

**ATR of IQAC meetings held on 28/06/2018, 09/07/2018, 17/07/2018, 14/09/2018 and 29/10/2018**

### **Actions Taken:**

- ✓ Training programme was conducted on 20/06/2018 for the faculties of commerce on 'Business Mathematics'.
- ✓ IQAC re-constituted with new members.
- ✓ Decided to conduct a Faculty Development Programme in association with Teaching Learning Centre, IIT Chennai.
- ✓ Circulated data sheets for compiling AQAR 2016-17.
- ✓ The data collected for AQAR 2016-2017 was compiled and crosschecked with the soft copies of the supporting documents provided.
- ✓ Dr. Simi Mole H of the Department of Chemistry submitted the proposal for Early Career Research Award to SERB.
- ✓ The AQAR of 2016-2017 was submitted to NAAC on 3<sup>rd</sup> October, 2018.
- ✓ Five student project proposals were submitted for funding to KSCSTE.
- ✓ Based on the decision taken on 17/07/2018 the following Training Programs were organized:
  - Faculty Training Programme on 'Python' was conducted by the Department of Physics on 12/09/2018.
  - Faculty Training Programme on C++ was organized by the Department of Physics on 04/10/2018.
  - Faculty Training Programme on LaTeX was organized by the Department of Physics on 23/10/2018.

  
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## Action Taken Report of the IQAC Meetings

**ATR of IQAC meetings held on 19/11/2018, 19/12/2018 and 31/12/2018.**

### **Actions Taken:**

- ✓ Data for AQAR 2017-2018 was compiled and submitted to the College Council for approval.
- ✓ A meeting of management committee members, teaching and non-teaching staff was conducted in connection with the forthcoming NAAC visit. They offered their wholehearted support and encouraged everybody to work hand in hand for the upcoming 3<sup>rd</sup> cycle of re-accreditation process.
- ✓ The seminar on the revised NAAC accreditation frame work was conducted on 6<sup>th</sup> December, 2018. Prof. Simon G. Thattil, Director IQAC, University of Kerala, was the resource person.
- ✓ The IIQA report was completed and submitted to the College Council for finalization.
- ✓ Based on the decision taken on 17/07/2018 the following Training Programs were organized:
  - Administrative Training Programme on 'Making Calculations Easy - An Introduction to Excel' was conducted on 29/11/2018 for the administrative staff, by IQAC.
  - One-Day Workshop on 'Gateway to Financial Freedom' was organized by the Department of Commerce for their faculty, on 12-12-2018.
  - Workshop on 'Investment Planning in Capital Market' was organized by the Department of Commerce for their faculty, on 12-12-2018.

  
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## Action Taken Report of the IQAC Meetings

**ATR of IQAC meetings held on 24/01//2019, 25/02/2019, 04/04/2019, 16/04/2019  
and 04/05/2019**

### **Actions Taken:**

- ✓ IIQA submitted on 3<sup>rd</sup> January, 2019 and resubmitted the same on 11<sup>th</sup> January, 2019 after addressing the queries raised by NAAC.
- ✓ Faculty Development Programme (FDP) was conducted on 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> January 2019 in collaboration with IIT- Teaching Learning Centre, Chennai.
- ✓ Two Day workshop on 'Quality Assessment and NAAC Accreditation' was conducted on 7<sup>th</sup> and 8<sup>th</sup> January 2019.
- ✓ Two proposals were submitted to KSCSTE by the Department of Physics and Chemistry for the funding for National Science Day Observance.
- ✓ A proposal was submitted by the Department of Zoology to KSCSTE for getting financial support to observe World Wetland Day.
- ✓ Self Study Report (SSR) was submitted on 22nd February, 2019.
- ✓ Department of Zoology in association with KSCSTE observed the World Wetland Day.
- ✓ The department of Chemistry submitted a proposal to KSCSTE for SARD on 15th February, 2019.
- ✓ DVV queries were addressed and the corrections were submitted on March 20<sup>th</sup> 2019.
- ✓ 2<sup>nd</sup> installment fees and logistic fee for the accreditation process was remitted on 05/04/ 2019.
- ✓ Based on the decision taken on 17/07/2018 the following faculty Training Programs were organized:

  
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## **Action Taken Report of the IQAC Meetings**

**ATR of IQAC meetings held on 21/05//2019 and 29/05/2019**

### **Actions Taken:**

- ✓ NAAC peer team visit took place on May 5<sup>th</sup> and 6<sup>th</sup>, 2019. Required arrangements were made by the institution to facilitate the peer team visit.
- ✓ Intimations were sent to all departments regarding observance of World Environment Day
- ✓ DST-SERB research scientist scheme notice was put up on the IQAC notice board
- ✓ Began the process of filing appeal against the NAAC grade given for the college after the visit.

  
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