



PNC\IQAC\Agenda\8\21-22

06.06.2022

Attn: IQAC members\ Head of Departments

It is decided to convene a IQAC Committee meeting as follows:

Venue	Google Meet
Date	06.06.2022
Time	3.00 pm

Agenda of the meeting:

1	Review on IIQA submission
2	Gearing up for SSR
3	To initiate Indian Red Cross Branch in Prajyoti
4	New Programmes for First Year Degree Batches
5	Bridge Courses for First Year students and Certificate Courses for Second Year and Third Year students

Please attend.

Dr Simi Varghese
IQAC Co-ordinator



Minutes of IQAC Meetings – 2021-22

06.06.2022, Monday

Sl. No	Name of the Person	Designation	Present/Absent
1	Dr Binu P Chacko	Principal & Chairman	Present
2	Dr Simi Varghese	IQAC Co-ordinator	Present
3	Ms Rincy T A	Joint Co-ordinator	Present
4	Dr Mary Paul	Head, Dept of English & IQAC Member	Present
5	Dr Milu Maria Anto	Head, Dept of Psychology & IQAC Member	Present
6	Dr Nicemary Francis	IQAC Member	Present
7	Dr Jibish Mathew	IQAC Member	Present
8	Dr Jaya A T	IQAC Member	Present
9	Dr Binoj Jose	IQAC Member	Absent
10	Ms Umadevi K S	IQAC Member	Absent

June 6 2022	
	Review on IIQA Submission IIQA had been successfully submitted on March 26, 2022. All IQAC members and Criterion Heads have been motivated to submit SSR within the stipulated period.
	To initiate Red Cross in Prajyoti It has been decided to initiate a unit of Indian Red Cross in Prajyoti Niketan College, Pudukad.
	Gearing up for SSR Criterion Groups have been earnestly geared up for submitting SSR within the allotted period. Criterion members have been provided specific Criterion folders in the IQAC drive so as to ease their efforts.
	New Programmes for First Year Students The meeting decided to strengthen several programmes for first year students like Deeksharambh, Gender Equity, Bridge Courses etc.
	Certificate Courses from Five Departments As usual, the meeting has decided to continue with five Certificate Courses from five departments of 30 hours duration for Second Year and Third Year Degree Students.



PNC\IQAC\Agenda\9\21-22

10.08.2022

Attn: IQAC members\ Head of Departments

It is decided to convene a IQAC Committee meeting as follows:

Venue	Google Meet
Date	10.08.2022
Time	3.00 pm

Agenda of the meeting:

1	To initiate Academics-Industry collaborations and Linkages
2	Dr Nicemary's Promotion from Asst Professor Grade 12 to Associate Professor Grade 13 A – Request received
3	To sign an MoU with Indian Cross Society
4	New Programmes and Bridge Courses for First Year Degree Batches
5	Certificate Courses for Second Year and Third Year students

Please attend.

Dr Simi Varghese
IQAC Co-ordinator



Minutes of IQAC Meetings – 2021-22

10.08.2022, Wednesday

Sl. No	Name of the Person	Designation	Present/Absent
1	Dr Binu P Chacko	Principal & Chairman	
2	Dr Simi Varghese	IQAC Co-ordinator	
3	Ms Rincy T A	Joint Co-ordinator	
4	Dr Mary Paul	Head, Dept of English & IQAC Member	
5	Dr Milu Maria Anto	Head, Dept of Psychology & IQAC Member	
6	Dr Nicemary Francis	IQAC Member	
7	Dr Jibish Mathew	IQAC Member	
8	Dr Jaya A T	IQAC Member	
9	Dr Binoj Jose	IQAC Member	
10	Ms Umadevi K S	IQAC Member	

August 10, 2022
To initiate Academics-Industry linkages, collaborations and MoU's The meeting decided to attract more industries to the institution and enter into collaborations, linkages, MoU's etc for more student placements.
Dr Nice Mary Francis' Promotion from Asst Professor Grade 12 to Associate Professor Grade 13 A Dr Nice Mary had submitted a request letter to IQAC for considering her Promotion to the next higher grade.
To sign an MoU with Indian Red Cross Society Criterion Groups have been earnestly geared up for submitting SSR with in the allotted period. Criterion members have been provided specific Criterion folders in the IQAC drive so as to ease their efforts.
New Programmes and Bridge Courses for First Year Students The meeting decided to strengthen several programmes for first year students like Deeksharambh, Gender Equity, Bridge Courses etc.
Certificate Courses to Second and Third Year students The second and third year degree students will be imparted Certificate courses conducted by five departments of 30 hours' duration.

C:\NC\IQAC\Agenda\10\21-22

05.09.22

Attn: IQAC members\ Head of Departments

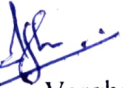
It is decided to convene a IQAC Committee meeting as follows:

Venue	Google Meet
Date	05.09.22
Time	2.00 pm

Agenda of the meeting:

1	To prepare Final Year Students for life
2	SSR submission in October
3	To prepare for third cycle of NAAC Accreditation
4	Discussion on Code of Conduct Awareness classes
5	To discuss the relevance of Value Education Course




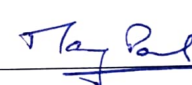





Please attend.



Dr Simi Varghese
IQAC Co-ordinator

Minutes of IQAC Meetings – 2021-22

05.09.2022, Monday

Sl. No	Name of the Person	Designation	Present/Absent
1	Dr Binu P Chacko	Principal & Chairman	
2	Dr Simi Varghese	IQAC Co-ordinator	
3	Ms Rincy T A	Joint Co-ordinator	
4	Dr Mary Paul	Head, Dept of English & IQAC Member	
5	Dr Milu Maria Anto	Head, Dept of Psychology & IQAC Member	
6	Dr Nicemary Francis	IQAC Member	
7	Dr Jibish Mathew	IQAC Member	
8	Dr Jaya A T	IQAC Member	
9	Dr Binoj Jose	IQAC Member	
10	Ms Umadevi K S	IQAC Member	

Sept 5, 2022

To prepare Final Year Students for Life

The meeting decided to equip all final year students with lessons for life. They have to be equally equipped for exams and also for life. Extra sessions have been arranged to inculcate awareness regarding career, employment, family, life etc.

SSR submission in October

All Criterion Heads and members have to quicken their pace to submit the Self Study Report of PNC on time.

To prepare for third cycle of NAAC Accreditation

The meeting analysed all avenues to be spruced up before NAAC Accreditation like, infrastructure, academics, co-curricular activities, sports, activities of Clubs/Forums etc. The concerned faculty has been instructed regarding the matter.

Discussion of Code of Conduct Awareness

The meeting discussed the possible dates for awareness classes to be imparted to all students of the College

To discuss the relevance of Value Education Classes

As the college has initiated Value Education Classes, the meeting discussed its contemporary relevance, utility and efficacy in the current academic year.

15.11.22

PNC\IQAC\Agenda\11\21-22

Attn: IQAC members\ Head of Departments

It is decided to convene a IQAC Committee meeting as follows:

Venue	Google Meet
Date	15.11.22
Time	2.00 pm

Agenda of the meeting:

1	To increase collaborative activities with Kodakara Block Panchayat
2	Timely updation of attendance in Embase
3	Distribution of New Year gifts to Kallichitra Tribal Colony
4	To initiate My Radio Club in the College
5	To start Value Education Classes for the academic year

Please attend.



Dr Simi Varghese
IQAC Co-ordinator

Minutes of IQAC Meetings – 2021-22

15.011.2022, Monday

Sl. No	Name of the Person	Designation	Present/Absent
1	Dr Binu P Chacko	Principal & Chairman	
2	Dr Simi Varghese	IQAC Co-ordinator	
3	Ms Rincy T A	Joint Co-ordinator	
4	Dr Mary Paul	Head, Dept of English & IQAC Member	
5	Dr Milu Maria Anto	Head, Dept of Psychology & IQAC Member	
6	Dr Nicemary Francis	IQAC Member	
7	Dr Jibish Mathew	IQAC Member	
8	Dr Jaya A T	IQAC Member	
9	Dr Binoj Jose	IQAC Member	
10	Ms Umadevi K S	IQAC Member	

	November 15, 2022
	To increase collaborative activities with Kodakara Block Panchayat As per the request of Block Development Officer Mr Ajaya Ghosh, three students are engaging in collaborative activities with Kodakara Block Panchayat
	Timely updation of attendance in Embase As there was confusion regarding attendance reports in Embase, it has been decided to organise an Embase Training Session for teachers
	Distribution of New Year Gifts to Kallichitra Tribal Colony Indian Red Cross has promised to provide us gifts to donate to the tribals of Kallichitra Colony.
	To initiate My Radio Club in the College It has been decided to enhance the activities of the Radio Club in the College by initiating My Radio Club in Prajyoti Niketan College.
	To start Value Education Classes for the academic year 2022-23 As the University Exam conducted by the Chair for Christian Studies is on Feb 27, it has been decided to start Value Education classes. As this is the first time we are introducing this Course, a befitting inaugural session is also planned.

31.01.23

PNC\IQAC\Agenda\12\21-22

Attn: IQAC members\ Head of Departments

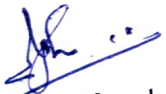
It is decided to convene a IQAC Committee meeting as follows:

Venue	Google Meet
Date	31.01.23
Time	2.00 pm

Agenda of the meeting:

1	AQAR 2021-22
2	To organize PTA General Body to discuss NAAC Peer Team Visit
3	To distribute Oxygen Concentrator to the poor needy people in Pudukad
4	To monitor the functioning of Working Groups for PTV

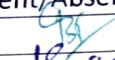

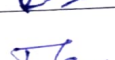




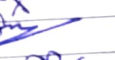


Please attend.



Dr Simi Varghese
IQAC Co-ordinator

Minutes of IQAC Meetings – 2021-22

31.01.2023, Monday

Sl. No	Name of the Person	Designation	Present/Absent
1	Dr Binu P Chacko	Principal & Chairman	
2	Dr Simi Varghese	IQAC Co-ordinator	
3	Ms Rincy T A	Joint Co-ordinator	
4	Dr Mary Paul	Head, Dept of English & IQAC Member	
5	Dr Milu Maria Anto	Head, Dept of Psychology & IQAC Member	
6	Dr Nicemary Francis	IQAC Member	
7	Dr Jibish Mathew	IQAC Member	
8	Dr Jaya A T	IQAC Member	
9	Dr Binoj Jose	IQAC Member	
10	Ms Umadevi K S	IQAC Member	

January 31, 2023
AQAR 2021-22
It has been decided to upload AQAR 2021-22 at the earliest as February 28 is the given deadline.
To organise PTA General Body Meeting to discuss Peer Team Visit
As PTV falls on March 13 and 14, it has been decided to organise PTA General Body Meeting on February 10, 2023 and to seek the support of the parents.
To distribute Oxygen Concentrator
It has been decided to distribute Oxygen Concentrator to the needy people of Pudukad Grama Panchayath. This has been donated to the college by the Indian Red Cross.
To monitor the functioning of working groups for PTV
The meeting has decided to boost the working groups for PTV and also to organise weekly meetings to review the functioning.