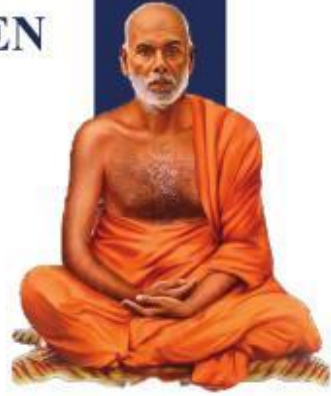




SREE NARAYANA COLLEGE FOR WOMEN
KOLLAM, KERALA- 691 001



**MINUTES OF THE MEETINGS OF IQAC
2023-24**





SREE NARAYANA COLLEGE FOR WOMEN

KOLLAM, KERALA- 691 001

Dr. S. JISHA
M.Sc., MPhil, Ph.D.
Principal
Mob: 9895066054
Email: jishasooriya@gmail.com

Managed by the Sree Narayana Trusts, Kollam
NAAC accredited with B+ Grade
Affiliated to the University of Kerala
e- mail : sncollegeforwomen@gmail.com
Website: www.sncwkollam.org
Office: 0474 2745644

Established in 1951

20.12.2024

Declaration by the Principal

This document provides the minutes of the meetings of Internal Quality Assurance Cell (IQAC) of the College during the Academic Year 2023-24.



PRINCIPAL
Sree Narayana College For Women
Kollam- 691 001


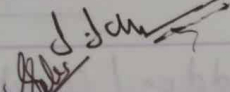

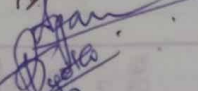

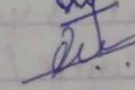
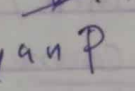
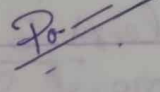


I & AC Meeting. 13.06.2023 : 2:00 PM

A meeting of I & AC held at I & AC Chamber on 13.06.2023 PM

Agenda:

1. Corrections and editing of A&AR 2021-2022
2. Data Collections and Suggestions for A&AR - 2022-2023
3. Action plan for 2023-2024

Members Present

1. Dr. Aswathy Sugunan Principal 
2. Dr. S. Selvaran 
3. Dr. Selsa. S 
4. Dr. Aparna Das 
5. Dr. Prabhajyothi 
6. Remya. C.R 
7. Dr. Veena J 
8. Dr. Poornima Vijayan P 
9. Dr. Arunima. S.R 
10. Vishnu - S. L 

Minutes:

1. Discussed on Editing in A&AR 22-23 regarding:
 1. Outgoing students, and Student Termination and No. of Computers.
2. Get MoU from various organizations
3. Conduct various short term course.
 - NPTEL
 - ILK
 - UJ & PG Projects
 - Conduct add on course
 - Certificate course
 - Document on Green Audit -
 - Resign- Ter. charge of Green Audit


PRINCIPAL

Sree Narayana College for Women
Kollam

A meeting of IAWAC on 17.08.2023
11.30 PM @ IAWAC room.

Agenda

1. Centre for continuing education Kerala. New courses
2. New Course Application. For PA.
- 3 Any other matter.

Members Present

1. Dr. Aswathy Sugunan - Principal. *Aswathy*
2. Prof. (Dr) Selkaran. S. IAWAC Co-ordinator *Selkaran*
3. Dr. Selsa S. Member.
4. Dr. Aparnaday. "
5. Vishnu. S. L. "
6. Dr. Arunima S R. "
7. Dr. Veena. J. "
8. Dr. S. Selsa "

⇒ meeting decided to conduct 3 courses offered by CCEK

1. Professional Diploma in Airport, Hospitality, Travel & Tourism Management
2. Professional Diploma in Fitness training
3. Diploma in Computer Application.

The team of CCEK will visit the institution at in coming week and decide.

⇒ New PA course applying to University of Kerala
 for 2024-2025 Decided by IAWAC & Management.
 M.A. History & M.A. Music
 Last date 31.08.2023.

IQAC meeting 16.10.2023 10:30AM-

A meeting of IQAC members on
16.10.2023

Agenda:

1. Template for programs
2. International seminar series -
3. NAAC Seminar.
4. Moodle plat form starting in all departments

18th October. Template:

Hard copy - 25

Team - criteria

Annual Report - (22-23)

- certificate course

- MoU

- Seminar series co-ordinator

[Signature]

PRINCIPAL
Sree Narayan College for Women
Kollam

Meeting of IQAC

A meeting of IQAC with IQAC members on
10.01.2023 at IQAC Room

Agenda

1. AQAR 22-23

Members Present

1. Dr. Jesuathy Sugunan Jesuathy
2. Dr. Selvaran. S. J. Jay
3. Vishnu S.L. Vishnu
4. Apame Das Apame
5. Dr. Poornima Vijayan P. Poornima
6. Dr. S. Seba S. Seba
7. Dr. Prabha Jyothi P.S. Prabha
8. Dr. Veena J. Veena
9. Dr. Arunima. S.R. Arunima

Decisions:

- ⇒ Discussed about all criteria data collection
- ⇒ International Seminar series to be finalized in the college council
- ⇒ Decided to collect and upload AQAR before January 31st
- ⇒ WAAC has extended the AQAR submission date upto Febry. 2024
- ⇒ Decided to invite former Principal. Dr. Nisha J. Tharayil Spl officer SMT to improve the AQAR.

Jesuathy
 PRINCIPAL
 Sree Narayana College for Women
 Kollam

Meeting of IWAAC
 on 19.02.2024 11:30 AM

Agenda

AQAA 2022-2023
Members Present

1. Dr. Aswathy Sugunan As
2. Dr. Seloran. S S
3. Dr. Poornima Vijayan P Po
4. Dr. Prabha Jyothi P-S P
5. Dr. Aparna Das A
6. Dr. Anurag S.R A
7. Dr. Veena. J V
8. Vishnu. S.L V

Discussions / Decisions:

Criteria 1. Ms Remya C.R (on leave)
 contacted over phone complete uploading
 before 23rd February.

Criteria 2. Dr. Aparna Das.

Personal Data of few teachers to be collected
 - PAN & address details including
 guest facilities.

- completed uploading by 22nd February.

Criteria 3: Few non VAC Care list journal Publications are given by teachers.
 Link - to be given in uploading
 - 8 VAC Care list / Few Scopus Indexed

Criteria 4: Dr. Selsa S.. not attended the meeting.
 - Report under progress -

Criteria 5: Student Higher Studies, Placement and Competitive exam details collected
 - Few departments not yet submitted.

- Scholarship data available on 21st February
 Antiragging and Students Grievance files to be uploaded to in the IQAC / Office.

Criteria 6: Funding for attending Seminar from the PTA decided for National Seminar Rs 500/- for International Seminar Rs 1000/-
 Fund for 2022-2023 from RUSA & FIST may be collected from concerned Co-ordinators.

Criteria 7: Green Auditing Certifications & Code of Conduct documents are ready for uploading.

Decided to upload the data on 23rd February 2024. and it's to be verified by experts of SW Trusts.

IQAC meeting 14/03/2024 . 11.30 AM

to discuss the progress of AQAR 22-23
Uploading date extended upto 30/4/2024.

Agenda : - Progress of AQAR
- Any other matter.

Members Present.

- 1. Dr. Jswathy Suguman *Jswathy*
- 2. Dr. Selvaran S. J. *J. Selvaran*
- 3. Dr. Paabha Jyothi PS *Jyothi*
- 4. Nishan S.L *Nishan*
- 5. Dr. Arunima S.R *Arunima*
- 6. Dr Poornima Vijayan P *Poornima*

Decisions:

- 1) Decided to submit the AQAR before 30th April - 2024.
- 2) ^{to} decided give maximum support to implement FYUGP by the Govt and University of Kerala
- 3) IQAC recommends improvement of infrastructure like data science Lab, media Lab in the extension RUSA Building.
- 4) IQAC recommends New PG Courses.

Jswathy

PRINCIPAL
Sree Narayana College for Women
Kollam

IQAC meeting on 05/04/2024, 10:30 AM
 at IQAC Chamber
Agenda.

- Uploading of AQAR - Approval

Members Present

1. Dr. Aswathy Sugunan Aswathy
2. Dr. Selkaran. S. Selkaran
3. Remya CR Remya
4. Dr. Prabha Jyothips Prabha
5. Dr. Veena. J Veena
6. Dr. Apame Das Apame
7. Vishnu S.L Vishnu

Placed the AQAR before the College Council
 on 23/04/2024 and Approved the same.

Decided to Upload and Submit the AQAR on
 29th April 2024.

Aswathy
 PRINCIPAL
 Sree Narayana College for Women
 Kollam