



SREE AYYAPPA COLLEGE

ERAMALLIKKARA, CHENGANNUR, ALAPPUZHA DISTRICT

KERALA

TRAVANCORE DEVASWOM BOARD

(GOVT. AIDED COLLEGE AFFILIATED TO THE UNIVERSITY OF KERALA)

NAAC Accredited



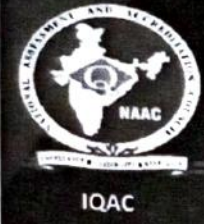
AQAR 2021-2022

CRITERIA VI - GOVERNANCE, LEADERSHIP & MANAGEMENT

Submitted to

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(NAAC)**

February 2023



Sree Ayyappa College,
Eramallikkara, Chengannur

Managed by Travancore Devaswom board and Affiliated to University of Kerala
Ph.No. 04792427615. www.sreeayyapcollege.ac.in



IQAC Meeting 1

Online : meet.google.com/dbq-cxcf

Date: 10.06.2021, Time: 2.00 PM

Chair: Dr K C Prakash, Principal, Sree Ayyappa College, Eramallikkara

Agenda

1. AQAR Submission report
2. Action Plan 2021-2022

Minutes of the meeting

Members attended

1. Dr K C Prakash
2. Nitha Balan
3. Deepu G P
4. Dr. Sreelekshmi C
5. Dr. Suresh S
6. Jjisha Nair
7. Madhavan Narayanan
8. Dr Vidya N
9. Remya L
10. Sobha P.K
11. Sreelekshmi A N
12. Sreeraj M
13. Ushakumary K. L
14. Dr. Athira Sasidharan
15. Ganga Prasanth
16. Lavanya M
17. Rejiya Sobitham

The Following Member was absent from the meeting without citing any reason

1. Dr. Chithra K R, Dept of BC & IMB

Decisions

1. It is reported that AQAR for the academic year 2019-20 is submitted to NACC. Primary verification report is received from NACC. The committee discussed the modification/rectification suggested by the NACC review committee and decided to submit the modified AQAR at the earliest
2. The Action plan for the Academic year 2021-2022 is to be prepared and submitted before July 2021.

Dr. Suresh S
Convener, IQAC

Dr. K C Prakash
Principal

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Thiruvananthapuram, Chengannur
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IQAC Meeting - 2

Online : <https://meet.google.com/ygv-fiqq-zyt?hs=224>

Date: 30.07.2021, Time: 2.30 PM

Chair: Dr K C Prakash, Principal, Sree Ayyappa College, Eramallikkara

Agenda

1. Action Plan 2021-2022, Review
2. International Conference

Minutes of the meeting

Members attended

1. Dr K C Prakash, Principal
2. Dr Suresh S, IQAC Convener
3. Prof. K L Ushakumari, HOD, Dept of Elect.
4. Prof. P K Sobha, HOD, Dept of CS
5. Dr. N Madhavan, Phy. Edn.
6. Dr. Vidya N, HOD, Mathematics
7. Dr Nitha B, HOD, Dept of BC & IMB
8. Dr. Ganga G, BC & IMB
9. Dr Rejiya C S, Dept of BC & IMB
10. Dr. Remya L, Hindi
11. Dr. R T Ananthkumar, Physics
12. Dr. Athira Sasidharan, HOD, English
13. Ms. Lavanya M, Dept of English
14. Dr. Sreelekshmi C Warriar

The following members applied for leave due to Examination duty and Health issues

1. Prof Sreelekshmi A.N Dept of CS
2. Dr. Sreeraj M, Dept of CS
3. Prof. Deepu G.P, Dept of Electronics
- 4 Prof. B.J Jisha Nair, Dept. of CS.

The Following Member was absent from the meeting without citing any reason

1. Dr. Chithra K R, Dept of BC & IMB

Dr. Rejiya C.S, convener Criteria 1, gave a presentation on various aspects of first criteria.

1. It is decided to offer an online certificate course on Aptitude Test Training and Dr Sreelekshmi C Warriar is nominated as the course convener. Four modules consisting of Test of Reasoning and



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- Mathematics, English Language, General Knowledge, and Basic Computer Science will be prepared. It is planned to begin the course from mid of August 2021.
2. It is decided to offer an online certificate course by Dept of Computer science, Dept of Commerce, Hindi.
 3. It is decided to register the Alumni Association during the current academic year itself.
 4. It is decided to prepare a Google form for collecting feedback from students and collect it from the stakeholders. Dr Vidya N is entrusted to prepare the Google form and will do the statistical analysis of the collected data.

Dr. Suresh S
Convener, IQAC

Dr. K C Prakash
Principal

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Thiruvandoor, Chengannur
Alappuzha Dist, Kerala

IQAC Meeting - 31.03.2022 - 3

Agenda

1. Review of INFOFEST - 2021
2. AQAR Submission
3. Other relevant Matters

Members Present

1.	Prof. (Dr.) K. C. Prakash	Principal	
2.	Prof. (Dr.) Suresh S	IQAC Convener	<u>RS</u>
3.	Dr. Rejya. C S		<u>Rejya</u>
4.	Dr. Nithya. B		<u>Nithya</u>
5.	Dr. Madhavan. N		<u>Madhavan</u>
6.	Dr. Remya. L		<u>Remya</u>
7.	Ms. Lavanya. K.		<u>Lavanya</u>
8.	Sreelakshmi. A. W		<u>Sree</u>
9.	Dr. Sreelakshmi C. Warrick		<u>Sh</u>
10.	Dr. Vaidhya. N		<u>Vaidhya</u>
11.	Dr. Sreeraj. M		<u>Sreeraj</u>
12.	Dr. Ananth Kumar		<u>Ananth</u>
13.	Jisha Nell. B. J		<u>Jisha</u>
14.	Sobha P. K		<u>Sobha</u>
15.	Dr. Deepu G. P		<u>Deepu</u>


Jishan 31/3/22

Minutes of the Meeting

- 1) Prof. Deepu G.P. reported that INFOFEST was conducted during December 2021 from 15th to 31st through online mode. The theme of the conference was Energy, Environment, Health and Visual Communications. There were 8 invited talks on each day in various subjects. There were 33 research papers presented during the online summit. Electronics & Physical Science - 12 Papers, Computer Science - 9 Papers, Microbiology & Biochemistry - 9 Papers and English and Media Studies - 3

Papers. The Conference was inaugurated by the honorable Vice Chancellor Prof. (Dr.) V.P. Mahadevan Pillai, while the Validictory Session was inaugurated by Prof. (Dr.) K.S. Anilkumar, Registrar University of Kerala. The abstract ~~and~~ of the invited talks as well as the Presentations was published by Greenz Publishers, Tss Vandrum.

- 2) It is decided to Submit the AQAR 2020-2021 by May 31st 2022.
- 3) The PBAS Submitted by D. Remya. L, Dr. Nilka. B, D. Rejya. C.S, D. Ganga for CAS Promotion from stage II to Stage III is verified and approved.


Prof. (Dr.) Suretha J
IQAC Convener


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Aleppuzha Dist, Kerala



**Sree Ayyappa College, Eramallikkara
Internal Quality Assurance Cell (IQAC)
Academic Year 2021-2022
Action Taken Reports**

Meeting No :1

Date :10.06.2021

Platform:Google Meet

Agenda

1. AQAR 2020-21 Submission Report
2. Action Plan 2021-22

Action Taken:

1. Steps were taken to upload the modified AQAR 2019-20
2. As per the action plans received from different departments, clubs and committee members following steps were taken:
 - a) The programmes were scheduled under each club/committee
 - b) The academic calendar was prepared by CLMC
 - c) The list of faculty members for attending refresher/orientation programmes were prepared

**Prof.(Dr.)Suresh.S
IQAC Convener**

**Prof.(Dr) K C Prakash
PRINCIPAL**

Meeting No : 2

Date :30.07.2021

Platform:Google Meet

Agenda

1. Action oplan 2021-22 review
2. International Conference

Action Taken:

1. Different departments were instructed to schedule Online Certificate Courses
2. Alumni association registration work started
3. The Google forms were created and the links were forwarded to the respective official groups for the collection of feedbacks from students and faculty members
4. The conference committee with DrDeepu G P was constituted for the conduct of INFOFEST 2021. The theme of the conference was Energy, Environment, Health and Visual Communication
5. The application submitted by faculty members who were planning to attend referresher/orientation programmes were recommended and forwarded to Principal



Prof.(Dr.)Suresh.S
IQAC Convener



Prof.(Dr) K C Prakash
PRINCIPAL

Meeting No : 3

Date :31.03.2022

Venue: Principal's Chamber

Agenda

1. Review of INFOFEST 2021
2. AQAR 2020-21 Submission
3. Other relevant matters

Action Taken:

1. The report of INFOFEST 2021 prepared and submitted by Dr. Deepu G P was documented for AQAR submission.
2. The Initial data of AQAR 2020-21 was uploaded in NAAC site and informed the Criteria conveners to start uploading the documentation.
3. PBAS submitted by Dr. Remya L, Dr. Nitha B, Dr. Rejiya C S, Dr Ganga G for CAS promotion from stage II to Stage III which were approved in the IQAC meeting , forwarded to Principal for submission at Kerala University.



Prof.(Dr.)Suresh.S
IQAC Convener



Prof.(Dr) K C Prakash
PRINCIPAL