

Sree Narayana Mangalam College Maliankara
(Affiliated to Mahatma Gandhi University, Kottayam)



ACTION TAKEN REPORT

Academic Year -2023-24

By

Internal Quality Assurance Cell

SNM College, Maliankara

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ACTION TAKEN REPORT

Subsequent to the meeting of IQAC held on 01/06/2023 the following actions were taken for the smooth functioning of the institution and for the completion of IQAC procedures on time.

1. The new members were assigned the responsibilities of various clubs and cells.
2. The clubs, cells and departments organised academic webinars, programmes and competitions in connection with important days, academics and curriculum through LMS Moodle platform.
3. Seven new certificate courses were implemented according to the needs of students, which caters to their life skills and employment opportunities. The guidelines were drafted for the certificate courses and the syllabus was prepared by the concerned departments under the guidance of Ms Binsha B, certificate course co-ordinator.
4. The mentoring register and faculty diary were distributed to all departments and the teachers were instructed to submit the completed mentoring register and faculty diary by the end of the academic year. All tutors conducted mentoring sessions for the students and the report was handed over to IQAC. The faculty diary was also completed and was handed back to IQAC. The IQAC assessed the performance of each faculty and prepared suggestions on their improvement and also pointed out the merits of each
5. Dr. Lakshmi S Bose IQAC member & Assistant Professor, Department of Physics was selected as the coordinator for implementing Outcome Based Education in S.N.M College. Topics Covered: Bloom's Taxonomy, Listing Programme Outcomes Programme Specific Outcomes and Course Outcomes. IQAC is responsible to implement OBE in college

Subsequent to the meeting of IQAC held on 06/07/2023, the following actions were taken for the smooth functioning of the institution and for the completion of IQAC procedures on time.

1. PO's, CO's and PSO's Provision were incorporated in Internal Examinations.
2. Feedback collected from the teachers regarding syllabus revisions were submitted to the university.
3. Started the data collection for preparing AQAR.
4. New videos were added in Moodle, thus Increased the usage of LMS by the students.

Subsequent to the meeting of IQAC held on 2/08/2023, the following actions were implemented.

1. As part of SAAKALYA Mission, started the preparation of newsletter.
2. Students were asked to do minor projects with one month duration before submission of final project.
3. Detailed result analysis of previous batch students collected by the IQAC was analysed and necessary actions were taken to improve the results.
4. Completed the Bridge course for UG students.
5. Completed the Gender audit by Gender Equality Forum.

Subsequent to the meeting conducted on 04/9/2023, the following actions were taken for the betterment of the functioning of the institution.

1. Progression and placement data with supporting documents were collected from the departments.
2. Started Remedial classes to students who are categorized into slow learner from the attainments.
3. student centric methods were incorporate into the lesson plans.
4. placement cell organised a program for soft skill training.
5. village adoption program was implemented by the concerned departments.

Subsequent to the meeting conducted on 4/10/2023, the following actions were taken for the betterment of the functioning of the institution.

1. Prepared Questionnaire for indirect assessment.
2. Collected data from concerned department for NIRF and AISHE.
3. Conducted Deeksharambh for first year students.
4. Conducted an IPR based class by IPR cell in collaboration with IIC & IQAC

Following actions were taken after the IQAC Meeting conducted on 02/11/2023

1. Preparation of AQAR for the academic year 2023-2024 almost completed and decided to submit on 12th January 2023 after complete corrections.

Following actions were taken after the IQAC Meeting conducted on 04/01/2024

1. Internal Examinations for UG and PG programmes were conducted in the third week of January 2023.
2. Conducted Talent search programme for final year students on January 19 th under the leadership of Career Guidance and Placement Cell of the College, to search out highly talented student and equip them for next generation job.

Subsequent to the meeting conducted on 04/03/2024, the following actions were taken for the betterment of the functioning of the institution.

1. Student feedback, forwarded to planning committee, College Council, managing council and management were studied by the committees and actions were taken to improve suggestions shared by the students.
2. IQAC collected the action plan of various departments, clubs, cells etc on 01/06/2023 and departments presented activities conducted during the last academic year.
3. Mentoring register of all mentors were reviewed and necessary suggestions were made, the faculty diary of all teaching faculty of the institution were collected.