

S N M TRAINING COLLEGE, MOOTHAKUNNAM

Minutes of IQAC meeting 2020-2021

Sl. No.	Date	Agenda	Resolutions of the meeting	Action taken
1	15/06/2020	<p>1. Appraisal of IQAC initiated activities/Action taken report of AY 2019-20</p> <p>2. Review of functioning of various cells/committees</p> <p>4. Plan of action for AY 202-21</p> <p>6. Preparation of Academic term</p>	<p>1. Discussion were held on the different dimensions to be included in the plan of action</p> <p>2. Resolved to boost the emphasis on the following dimensions in the plan of action</p> <p>❖ To provide rich and diverse experiences related to teacher education to the student teachers using hybrid mode</p>	<p>Every member of the IQAC forum contributed for developing the draft of plan of action for the enrichment programs in hybrid mode to meet the curricular objectives during this year of Covid 19.</p>



		<p>plan, action plan for curricular & co-curricular activities, time table for effective curriculum delivery during the pandemic period</p>	<ul style="list-style-type: none"> ❖ Smooth transition to online mode of teaching, examination and evaluation from the onset of the COVID-19 pandemic. ❖ Extension programmes ❖ Involvement of faculty members in curricular development and professional development activities ❖ Celebration of important days ❖ Values added programmes <p>3. Resolved to organize a Teacher Empowerment webinar series with an</p>	
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			<p>intention to encourage and empower teachers to take over their academic duties responsibly during the pandemic period</p> <p>4. Discussions on previous year's stock verifications and appraisal of IQAC initiated activities were held</p>	
2	24/08/2020-	<ol style="list-style-type: none"> 1. AAA 2. Discussion on action taken report 2. Staff in charge of various cells/committees 3. Finalization of plan of action for Teaching practice 4. Resolutions about activities for 	<ol style="list-style-type: none"> 1. AAA was done precisely and suggestions for further improvements were discussed thoroughly. Decided to launch value added courses, bridge courses and to establish LMS. 2. Decided to institute staff scholarships and PTA scholarships. 3. Discussions were held on the action taken report. It is observed that activities were conducted online in 	<p>Staff in charge of various cells and committees for the academic year were decided</p> <p>Activities were conducted online to enhance the self confidence and potentials of student teachers. Some of</p> <p>the activities were</p> <p>COURSERA course began</p>

		<p>the next trimester</p> <p>5. Planning for National Seminar on NEP: 2020 Towards a Self reliant India</p> <p>6. Establishment of LMS</p>	<p>accordance with the plan</p> <p>4. Prepared plan of action for the next trimester - analysed and finalized the plan with necessary modification (attached here)</p> <p>5. Finalised the schedule for online teaching practice program</p> <p>6. Curriculum transaction planning committee was constituted.</p> <p>❖ Maintaining an activity log by teachers including academic and non academic programmes</p> <p>❖ Planning for National Seminar on NEP: 2020</p>	<p>Under Teacher Empowerment Webinar series, Webinars on</p> <ul style="list-style-type: none"> ✓ Teaching of Malayalam ✓ Becoming an Inspiring Teacher ✓ ICT in Education During Covid Pandemic ✓ Gender Bias, Gender Equity and Womens' Rights ✓ Climate change: Role of Oceans were conducted <ul style="list-style-type: none"> • Workshop on ✓ Identifying varied student needs was held • Online Magazines Magazines Released • Lemniscate-A
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			<p>was done successfully . Sub committees and working committees were constituted and all duties were divided among them.</p>	<p>Journey to infinity</p> <ul style="list-style-type: none">• Setcoalle• Whimsical Veritas were released
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3	4/12/2020,	<p>1. Review of previous IQAC meeting minutes</p> <p>2. Appraisal of the IQAC initiated activities -Appraisal of NEP and webinar series and workshops</p> <p>3. Appraisal of feedback from various stake holders</p> <p>4. Plan of action for the next trimester</p> <p>5. Assessment of the ongoing programme</p> <p>6. Assessment of Admission</p>	<p>1. Action taken was discussed and observed that programmes were executed almost in accordance with the plan</p> <p>2. Feedback from various stake holders were analysed and discussions for assuring the quality were held</p> <p>3. Resolved to conduct the following programmes during the first semester students</p> <ul style="list-style-type: none"> ❖ Activities to enhance the self confidence and hidden potentialities of student teachers ❖ Orientation programmes ❖ organization for a week ❖ activities of various clubs <p>3. Resolved to conduct value</p>	<p>Admission procedure completed successfully. Sub committees prepared the draft of the above Rank list for admission prepared and initiated the admission procedure and planned to begin online classes in the month of December 2020.</p> <p>Webinars on</p> <ul style="list-style-type: none"> ✓ Marine Diversity and Conservation ✓ Mobilising Resources for Teaching-learning of ✓ Sustainance of Institutional excellence-NAAC Perspective <p>Workshops on</p> <ul style="list-style-type: none"> ✓ Visualising Differential Learning
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		<p>procedure</p>	<p>initiative activities for the students.</p>	<p>activities</p> <ul style="list-style-type: none"> ✓ Assessment for Student learning-principles and practices ✓ VENTEL Action Plan ✓ Evolving ICT based learning situations ✓ Engaging student diversity in classrooms ✓ Content mapping –A tool for Learning <p>• COMPETITIONS</p> <ul style="list-style-type: none"> ✓ Mask making ✓ Essay competition for school students ✓ Quiz competition on Life and works of Ramanuja <p>• Faculty members participated actively in curricular development</p>
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				<p>programmes and other educational endeavors like paper valuation, question bank preparation and extended their services as Go Guide, Resource person etc. at different levels and sectors of education</p>
4	30/1/2021,	<p>1. Finalization and Approval of AQAR 2019-20</p> <p>2. Academic and administrative audit for the semester</p> <p>3. Result analysis of previous academic year</p> <p>4. Review of previous IQAC meeting minutes</p>	<p>1. Discussion on ATR was held and noticed the drawbacks</p> <p>2. Resolved to arrange a seminar on curriculum reforms at schools and a career guidance class to the outgoing students</p> <p>3. Resolved to conduct the following programmes</p> <ul style="list-style-type: none"> ➤ Workshops ➤ Extension activities ➤ Promotion of universal values ➤ Sports and cultural 	<ul style="list-style-type: none"> • Commencement of new Batch of B Ed Program (2020-22) • Induction Program • Orientation program • Corona awareness class • Anti ragging awareness class • Alumni Interaction • Value Added Course • Swatch bharat-Cleaning and gardening

		<p>2. Review of previous IQAC meeting minutes</p> <p>3. Appraisal of the IQAC initiated activities</p>	<p>discussed</p> <p>2. Evaluated the ongoing IQAC activities in detail and gaps were identified</p> <p>3. Discussed criterion wise duties and activities to enable timely uploading of the document in the website</p>	<ul style="list-style-type: none"> • Drama presentation on Gandhiji • KINTSUGI- Art fair • MOLISTRIX 2K21- Product idea generation • Webinar journey to Entrepreneurship • Cancer Awareness talk • Skit on BALYAKALA SAKHI • Exhibition and performances on Dances of India • Ethnic Food Festival • Awareness class on Problems among adolescents • Interaction with Covid Warriors • Pi Carnival • College Day
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				<ul style="list-style-type: none"> • Online Pedagogic activity-curious • GOZAR-a fun booster • Funky Brains-Online activity to energise brains • Neurobics to energise Brain • KTET coaching • Comexplosive-Fun based Pedagogic Activities • PEDAGOGIC ACTIVITY- Concept Map based on Indian Constitution • Quiz on Blooms Taxonomy <p>E magazines released</p> <ul style="list-style-type: none"> ✓ Phoenix-Unceasing Love ✓ Dances of India ✓ Macedona
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				<ul style="list-style-type: none">✓ Curious-Online Magazine on World Dance Day✓ E magazine-Janani✓ Emagazine-Kaval Malakhamarkku Hridayapoorva • Competitions ✓ Quiz competition on Life history of Swami Vivekananda✓ National Poster making Competition✓ Quiz competition in connection with World Book and Copyrights Day✓ Intercollegiate Digital Poster Making Competition✓ Letter writing Competition✓ Mobile Photography
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				competition ✓ Discourse Competition-My Voice ✓ E-poster competition
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