

KARMELA RANI TRAINING COLLEGE, KOLLAM

MINUTES OF IQAC MEETING HELD ON 18/11/2020

Date : 18/11/2020

Agenda:

- To approve and confirm the minutes of the meeting held on 26/05/2020
- Orientation on NEP 2020
- To orient the students to use online platform for their internship programmes and all other activities because of Covid 19 pandemic

Members Attended:

1. Dr. Sanil Sebastian
2. Dr. Anuja C.S.
3. Rev. (Fr.) Joseph John
4. Dr. Brinda Nair S.
5. Mr. Nancy J Fernandez
6. Dr. Mary Sindhu J.
7. Dr. Priya Dominic
8. Mr. Jojo Francis
9. Mr. Sarthre Alex
10. Mr. Byju C.
11. Dr. Cynthia Catherine Michael
12. Dr. Sindha P. Mendez

Actions taken Report:

1. Workshop on Office administration was organized for the nonteaching staff. Mr. Arkans, Retd Administrative staff, General education Department was the resource person and he interacted with the administrative staff and cleared their doubts and explained some of the important points in Office Administration.
2. A programme for students was organized for the students on Online assessment programme

Minutes / Resolutions:

1. The minutes of the meeting held on 26/05/2020 was approved and confirmed.
2. Decided to organize an orientation programme on NEP 2020 for the teaching and non-teaching staff
3. Decided to arrange an online training programme for the students to equip them to use online platform for their internship programme.

KARMELA RANI TRAINING COLLEGE, KOLLAM

MINUTES OF IQAC MEETING HELD ON 26/05/2021

Date : 26/05/2021

Agenda:

- To approve and confirm the minutes of the meeting held on 18/11/2020
- To discuss the plan of action according to the Academic and Administrative Audit.
- To discuss about the NAAC accreditation
- To discuss about the professional development/administrative training programmes for teaching and non-teaching staff.

Members Attended:

1. Dr. Anuja C.S.
2. Dr. Sanil Sebastian
3. Rev. (Fr.) Joseph John
4. Dr. Brinda Nair S.
5. Mr. Nancy J Fernandez
6. Dr. Mary Sindhu J.
7. Dr. Priya Dominic
8. Mr. Jojo Francis
9. Mr. Sarthre Alex
10. Dr. Byju C.
11. Dr. Cynthia Catherine Michael
12. Dr. Sindha P. Mendez

Actions taken Report:

1. An orientation programme on NEP 2020 was organized. The resource person for this orientation was Rev. Fr. Joseph J, explained about the policy statements and implementation of NEP.
2. A discussion on UGC guidelines was organized for teaching and nonteaching staff. Dr. Sindha P., Former principal of St. Teresa's Training College, Kollam was the Resource Person.
3. A training programme was arranged for the students to familiarize the online platforms for the internship programmes

Minutes / Resolutions:

1. The minutes of the meeting held on 18/11/2020 was approved and confirmed.
2. Decided to arrange remedial teaching programmes in practice teaching Schools.
3. Decided to give importance to social services and community participation activities
1. Decided to organize an Orientation on Provisional NAAC accreditation for teachers and also decided to organize an orientation programme on SLCM software.