

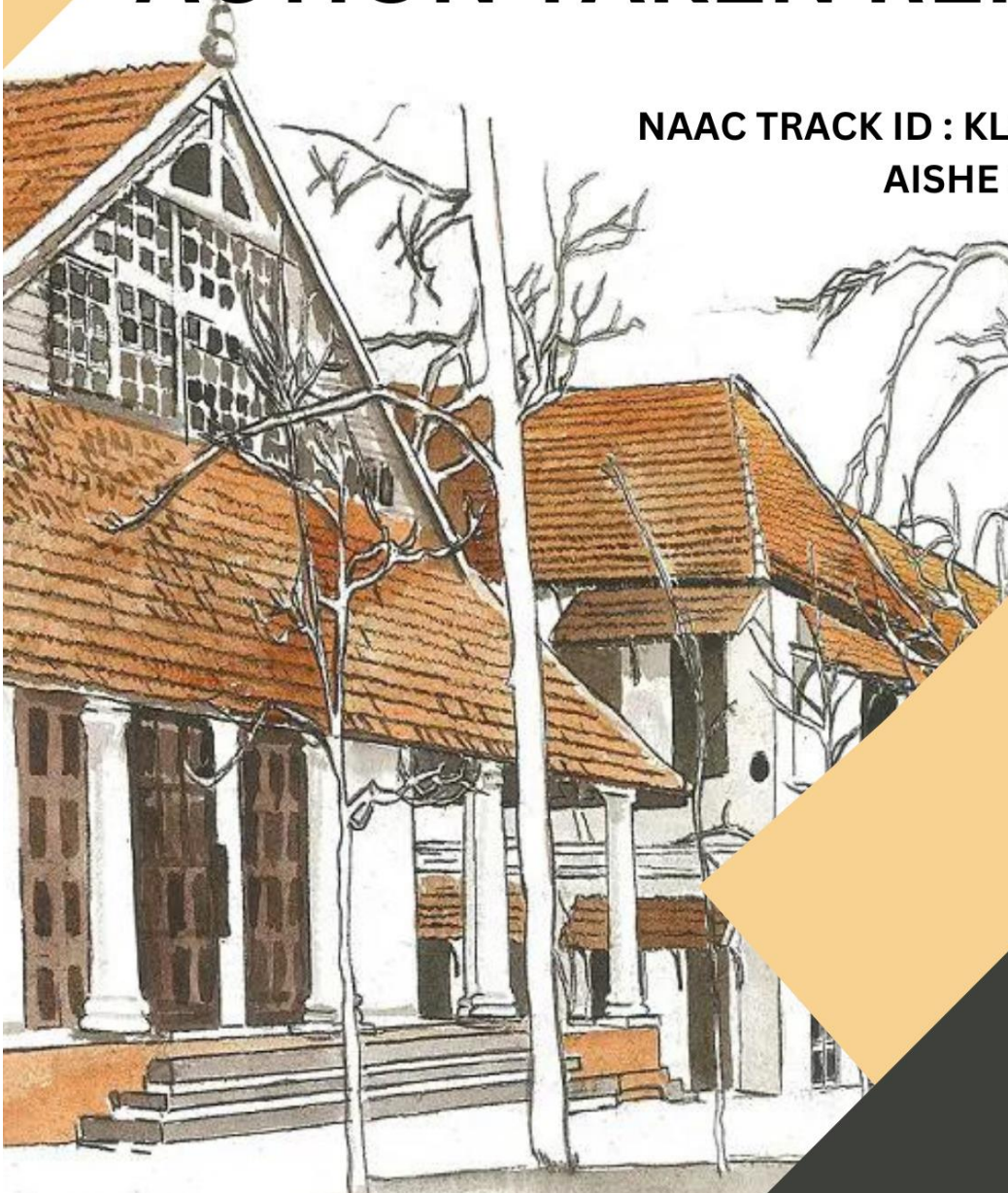


ACTION TAKEN REPORT

2017-18

NAAC TRACK ID : KLCOGN10043

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Internal Quality Assurance Cell (IQAC)
CMS COLLEGE KOTTAYAM (AUTONOMOUS)

CMS College Kottayam, Kerala, India – 686001

Website : <https://cmscollege.ac.in>

ACTION TAKEN REPORT 2017-18

1. IQAC conducted an Orientation Programme for Non-teaching staffs on 4th March 2017.
2. Student Induction Programme for the UG fresher's conducted mode from 17 to 21 August 2017. Programme to identify the Advanced Learners and Slow Learners. Feedback on induction programme was taken from the students.
3. College Union election was conducted on 22-08-2017.
4. College Union inauguration was conducted
5. Student Induction Programme for the PG fresher's conducted from 25 to 27 September 2017.
6. Academic Audit was conducted with the support of external experts. The reports were submitted to IQAC through the Principal.
7. The IQAC members finalise the format for the preparation of AQAR-2016-2017.
8. A two-day curriculum revision workshop for teachers was conducted. The resource person was Dr. T. P. Sasikumar, Director, Shiksha. Fifty selected teachers were given training.
9. Governing Council meetings were conducted on 07-07-2017 and 04-08-2017.
10. IQAC conducted an orientation programmes in teaching methodology and curriculum revision for teachers and an orientation programme for nonteaching staff to convert the office procedures into Malayalam and paperless.
11. All Kerala Job fair was conducted in collaboration with Employment Exchange and Employability Centre on 21-10-2017.
12. A Board of Studies meeting was conducted on 21-01-2018.
13. A seminar for teaching staff was conducted on 27-01-2018 on the topic "Quality in higher education". The resource person was Dr. M. P. Rajan, Member, NAAC. All the teachers participated in the programme.
14. A Governing Council meeting was conducted on 10-11-2017.
15. Constituted Equal opportunity cell for physically challenged students with representation from SC/ST students
16. Feedback on effectiveness on classes was taken from faculty members to take corrective measure. The Feedback analysis report revealed mixed response with teachers differing on the effectiveness on classes.
17. PBAS documents of faculty members, whose promotion was due, were scrutinized and recommended for promotion.

18. Feedback on Faculty by the students was collected online in college online portal and the analysis was availed to the Principal.
19. Feedback on Syllabus was collected from faculty, alumni, students and employers during the current year which was analysed. The analysis report was given to the respective Boards of studies.
20. During the current academic year, multiple events were organized on research methodology, plagiarism, research writing and consultancy training for the benefit of the faculty and research scholars.
21. Several MoUs with institutions and organizations were done to organize collaborative activities in future.
22. In accordance with the previous minutes, the revision committee informed that the formation of regulations for UG and PG on par with university norms is in progress.



Dr. Varghese C Joshua
(Principal)



Dr. Joji John Panicker
(IQAC Director)

(Read and confirmed)

