

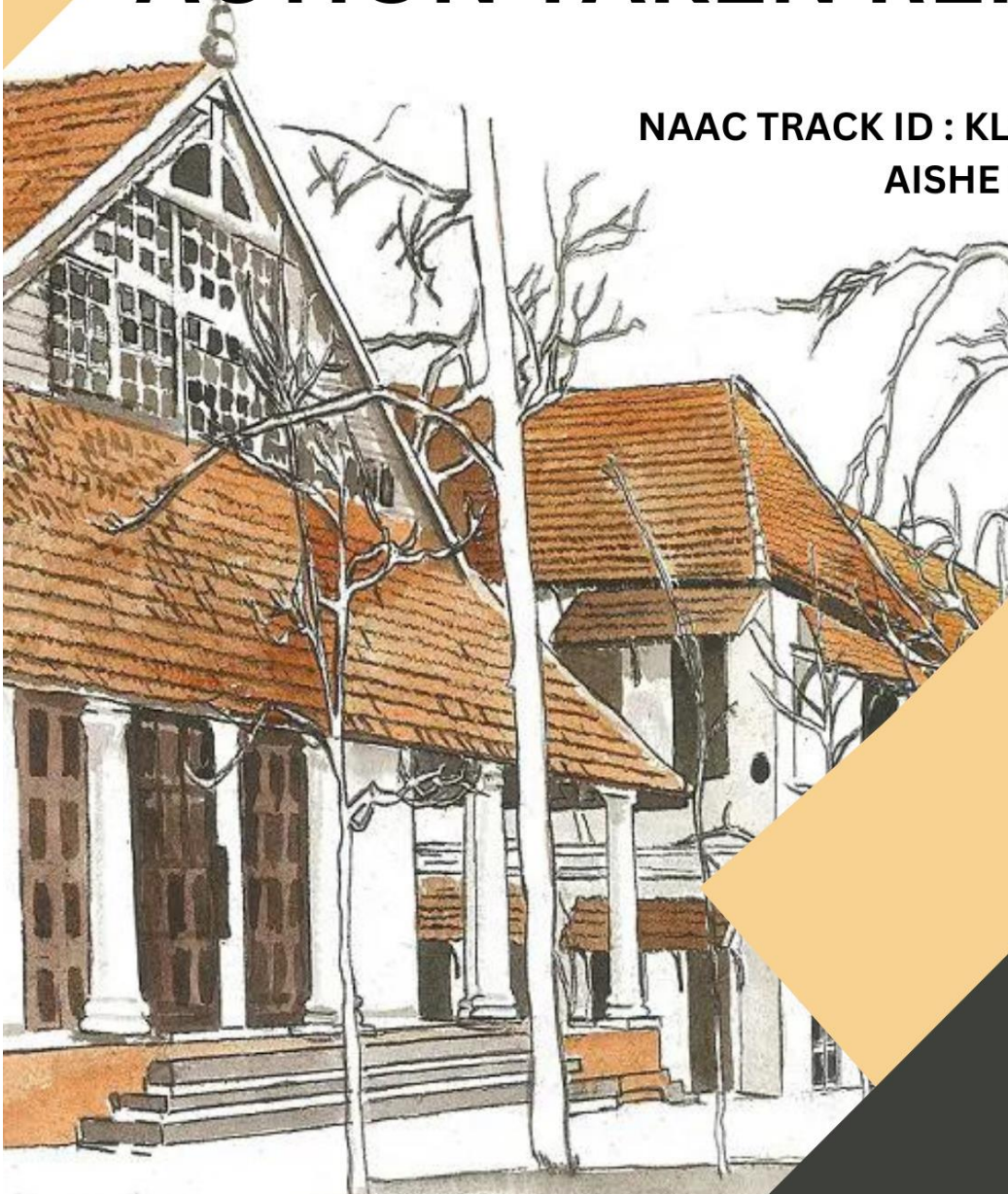


# ACTION TAKEN REPORT

2019-20

NAAC TRACK ID : KLCOGN10043

AISHE ID : C-11771



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

CMS College Kottayam, Kerala, India – 686001

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

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1. Student Induction Programme for the UG fresher's from 1st to 5th July 2019. An entry level test was conducted at the end of Induction Programme to identify the Advanced Learners and Slow Learners. Feedback on induction programme was taken from the students.
2. Student Induction Programme for the PG fresher's in online mode from 25 to 27 August 2019.
3. Criteria wise sub committees were created for the preparation of the 4th Cycle Accreditation
4. A preliminary evaluation of the cumulative data collected for NAAC 4<sup>th</sup> Cycle Accreditation was conducted
5. Organise a session with the Head of the Departments for Program Outcome Review of the UG and PG programs
6. The Internal Quality Assurance Cell (IQAC) organise a Faculty Development Programme on 31<sup>st</sup> October 2019 to 2<sup>nd</sup> November the faculty members.
7. The Pramars Scheme project were implemented with five mentee institutions.
8. IQAC organised a short term course on E- Content Development on 14th November 2019.
9. Feedback on effectiveness on online classes was taken from faculty members to take corrective measure. The Feedback analysis report revealed mixed response with teachers differing on the effectiveness on online classes.
10. IQAC took measures to enhance online teaching in the campus. Feedback was regularly collected from all teachers on the conducted of online classes with a list of topics covered in each class online.
11. In order to get the Examination wing of the institution ISO-certified, IQAC monitored the progress of the process.
12. PBAS documents of faculty members, whose promotion was due, were scrutinized and recommended for promotion.
13. Faculty applied for financial support to participate in faculty development programmes were given partial financial support.
14. An Administrative Training Programme was organized for the non-teaching staff.
15. Academic and Administrative Audit was conducted with the support of external experts
16. Academic awards for the teachers and students were awarded.
17. Examination sections were fully automated.
18. All classrooms were provided with white board and Wi-Fi connectivity
19. Feedback on Faculty by the students was collected online in college online portal and the analysis was availed to the Principal.
20. 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.
21. 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.
22. Requests for financial support o the faculty to attend faculty development programmes were considered and funds were approved.

23. Several MoUs with institutions and organizations were done to organize collaborative activities in future.
24. During the current academic year, new value-added courses were conducted for the students for skill enhancement.
25. IQAC conducted SWOC analysis as a measure of quality enhancement to identify strengths, weaknesses, opportunities and challenges of the college.



Dr. Varghese C Joshua  
(Principal)



Dr. Joji John Panicker  
(IQAC Director)

(Read and confirmed)

