

PAVANATMA COLLEGE

Murickassery

Internal Quality Assurance Cell (IQAC)

Action Taken Report 2018-19

1. The IQAC periodically reviewed that the decisions taken in the IQAC meetings have been implemented and that the functioning of IQAC is effective in ensuring the overall institutional quality.
2. The IQAC has been reconstituted for the year 2018-19.
(Decision No. 1 of the meeting dated 03/06/2018)
3. All directions/announcements to the faculty community are done through whatsapp and e-mail.
(Decision No. 4 of the meeting dated 03/06/2018)
4. Conducted workshop on academic calendar preparation and academic planning for faculty.
(Decision No. 5 of the meeting dated 29/05/2018)
5. Organised faculty development seminar jointly by the FDC and IQAC. The topics were Role of College Teachers in Social Development and Quality in HEI.
(Decision No. 6 of the meeting dated 03/06/2018)
6. Organised workshops on Pavanatma Quality Manual (PQM) to ensure the institutional quality.
(Decision No. 6 of the meeting dated 09/07/2018)
7. In the context of recent flood and land sliding, onam celebration for 2018 is cancelled.
(Decision No. 5 of the meeting dated 23/08/2018)
8. Encouraged staff and students to contribute towards CMDRF.
(Decision No. 6 of the meeting dated 23/08/2018)
9. Conducted an awareness seminar series on Graduate Attributes for the faculty.
(Decision No. 7 of the meeting dated 23/08/2018)
10. Implemented a practice of publishing Form A of internal marks by the concerned teacher(s) in charge of the course(s) in the department notice boards and sending a copy of the same to the official e-mail id of internal examination committee.

- (Decision No. 3 of the meeting dated 19/10/2018)*
11. Submitted AQAR for the year 2017-18 by December 2018.
(Decision No. 4 of the meeting dated 19/10/2018)
12. Organised a Faculty Enrichment Programme in association with FDC and Mentoring Cell for the staff.
(Decision No. 6 of the meeting dated 19/10/2018)
13. Conducted an international workshop in post disaster management in collaboration with James Cook University, Australia and Highrange Development Society, Idukki (The social service organ of the Diocese of Idukki) in December 2018.
(Decision No. 10 of the meeting dated 19/11/2018)
14. Collected teacher feedback from students in December 2018.
(Decision No. 11 of the meeting dated 19/11/2018)
15. Conducted in association with ICT committee a workshop on ICT enabled teaching and learning and Google Scholar.
(Decision No. 4 of the meeting dated 13/12/2018)
16. Organised in association with ICT committee an awareness seminar on Google Apps.
(Decision No. 5 of the meeting dated 29/01/2019)
17. Advised the CPIC to collect the feedback from faculty and departments on curriculum implementation.
(Decision No. 6 of the meeting dated 19/02/2019)
18. Organised the thanksgiving day in March 2019.
(Decision No. 6 of the meeting dated 19/02/2019)
19. Conducted an academic audit by IQAC team for the year 2018-19.
(Decision No. 5 of the meeting dated 29/03/2019)
20. At the initiative of IQAC, a management information and administration software was developed. The software named 'PAAMS' (Pavanatma Academic and Administrative Management System) would be functional for the academic year 2019-20 by July 2019.
(Decision No. 3 of the meeting dated 25/05/2019)
21. Formed the Outcome Based Education Cell and nominated a Coordinator.
(Decision No. 3 of the meeting dated 03/06/2019)
22. As a measure of encouraging participative management, IQAC formed seven Quality

Monitoring Groups (QMG)with required number of members and a coordinator, based on the number of criteria in SSR and AQAR for the smooth preparation and uploading.The entire team is authorised and responsible for the collection of data belonging to the concerned criterion.

(Decision No. 7 of the meeting dated 03/06/2019)

23. Started a Competitive Examination Coaching Center in the campus for the benefit of students as per the recommendation given in the NAAC peer team report.

(Decision No. 8 of the meeting dated 19/10/2018)

24. Completed the extension of Histo-museum at the initiative of department of history.

(Decision No. 7 of the meeting dated 10/09/2018) and (Decision No. 14 of the meeting dated 19/11/2018)



Dr. Saji Joseph
CO-ORDINATOR



Dr. Johnson V.
PRINCIPAL

