

# PAVANATMA COLLEGE

Murickassery

Internal Quality Assurance Cell (IQAC)

## *Action Taken Report 2023-24*

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.  
*(Decision No. 1 of every meeting during the academic year 2023-24)*
2. The IQAC has been reconstituted for the year 2023-24.  
*(Decision No. 2 of the meeting dated 02/06/2023)*  
[View the Proceedings of the Principal at  
<https://iqacpcm.blogspot.com/p/reconstitution.html>]
3. Organised various programmes of academic and cultural nature, and entered into PAAMS (Pavanatma Academic and Administrative Management System) and College Blog as part of documentation during the academic year 2023-24.  
*(Decision No. 3 and 4 of the meeting dated 02/06/2023)*
4. Collected the action plans of various units for the academic year through IQAC communication channels.  
*(Decision No. 5 of the meeting dated 02/06/2023)*
5. Published academic calendar of the College for the year 2023-24.

*(Decision No. 3 of the meeting dated 07/07/2023)*

6. Allotted various duties to the staff members for the year 2023-24 and issued appointment orders.

*(Decision No. 7 of the meeting dated 07/07/2023)*

7. Feedback from various stakeholders have been collected and analysed the report prepared by Feedback Cell and prepared the analysis report. *(Decision No. 4 of the meeting dated 04/08/2023)*
8. IIQA data submitted on 14/11/2023.

*(Decision No.6 of the meeting dated 13/11/2023)*

9. Submitted AQAR for the year 2022-23.

*(Decision No. 3 of the meeting dated 24/05/2023)*

10. Participated in NIRF.

*(Decision No. 6 of the meeting dated 06/02/2024)*

11. Actions taken on the feedback reports are presented in the IQAC meeting.

*(Decision No. 8 of the meeting dated 06/02/2024)*

12. Ensured the regular updating of PAAMS data.

*(Decision No. 3 of the meeting dated 06/02/2024)*

13. Conducted certificate courses for the academic year 2023-24.

*(Decision No. 2 of the meeting dated 06/02/2024)*

14. SSR (Cycle 4) is submitted on 20/02/2024.

*(Decision No. 5 of the meeting dated 20/03/2024)*

15. The College participated in Kerala Institutional Ranking Framework 2023-24 (KIRF 2023-24) and the required data is submitted

on 14/03/2024.

*(Decision No. 6 of the meeting dated 20/03/2024)*

16. Constituted various committees and sub-committees for the ensuing NAAC visit

*(Decision No. 7 of the meeting dated 20/03/2024)*

17. Steps were taken to collect feedback from various stakeholders as directed by the administrative council. *(Decision No. 4 of the meeting dated 04/08/2023 and Decision No. 8 of the meeting dated 06/02/2024)*

18. Proper arrangements were made for the admission procedures based on FYUGP for the academic year 2024-25.

*(Decision No. 4 of the meeting dated 24/05/2024)*

19. DVV process (SSR clarifications) is completed on 10/04/2024.

*(Decision No. 3 of the meeting dated 12/04/2024)*

20. Conducted the Annual Academic Evaluation (Audit) 2023-24.

*(Decision No. 8 of the meeting dated 20/03/2024)*

Santhosh George  
CO-ORDINATOR



Dr. Bennichen Scaria  
PRINCIPAL

Prof. (Dr.) BENNICHEN SCARIA  
PRINCIPAL  
PAVANATMA COLLEGE  
MURICKASSERY IDUKKI DIST