

*Office of the Principal,*  
**N.S.S COLLEGE, NEMMARA**  
Nemmara College P O, Palakkad [Dt ], Kerala. 678508  
**Nationally Re-Accredited by NAAC with A Grade**

**Minutes of the IQAC meeting held on 22/07/2022- Report**

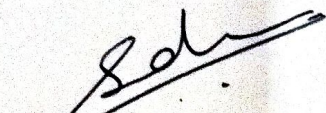
Meeting started at 2 pm in Principal's chamber

**Agenda**

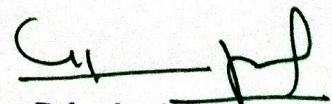
- Estimate for IT infrastructure
- APAR verification committee

**Decision taken**

- Discussed about the estimate for upgrading IT infrastructure
- Decided to send letter to UGC for obtaining 2(f) 12(B) certificate
- Discussed about the quotation obtained for green, energy and environment audit
- APAR verification committee formed with IQAC co-ordinator, Dr. Lekshmi R Chandran, Dr. Rajesh R and Sri. Vijesh Venugopal as members

  
**IQAC Co - ordinator**  
**NSS College**  
**Nemmara**



  
**Principal**  
**NSS College, Nemmara**





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**Minutes of the IQAC meeting held on 16/08/2022 - Report**

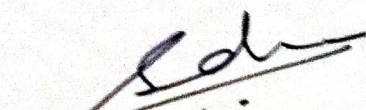
Meeting started at 2.45 pm in Principal's chamber

**Agenda**


- RUSA fund
- Faculty profile
- AQAR Preparation

**Decision taken**

- Decided to send request to RUSA seeking permission for purchase
- Decided to update faculty profile
- Decided to complete data collection for AQAR 2021-22 before 30<sup>th</sup> August

  
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**NSS College**  
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**Minutes of the IQAC meeting held on 30/09/2022 - Report**

Meeting started at 10.45 am in Principal's chamber

**Agenda**

- Circular regarding faculty promotion from management
- FDP
- Updation of college website
- College Maintenance

**Decision taken**

- Faculty members should ensure the completion of all mandatory requirements for promotion, before submitting request to university for constitution of screening committee
- Entrusted Dr. Priya S and Sri. Vijesh Venugopal to arrange a training programme on revised NAAC accreditation for faculty members
- Updated and follow up done regarding the status of document preparation for AQAR submission
- Recommended for constitution of Digital and website committee for updation of college website

*[Signature]*  
IQAC Co - Ordinator  
NSS College  
Nemmara



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Principal  
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**Minutes of the IQAC meeting held on 15/11/2022 - Report**

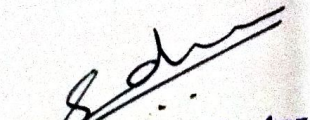
Meeting started at 1.30 pm in Principal's chamber

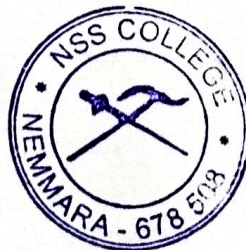
**Agenda**

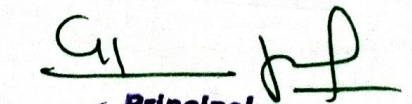
- IQAC student wing
- Academic committee recommendations
- Academic and administrative audit

**Decision taken**

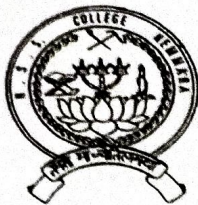
- Decided to send a request to DMO for conducting health check up in college
- Instructed calendar committee to publish soft copy of college calendar in website before November 30<sup>th</sup>
- Decided to constitute a student wing of IQAC with two representatives from each class
- Decided to conduct academic and administrative audits with external experts

  
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**Minutes of the IQAC meeting held on 4/12/2022 - Report**

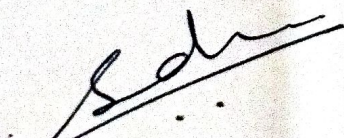
Meeting started at 11.45 am in Principal's chamber

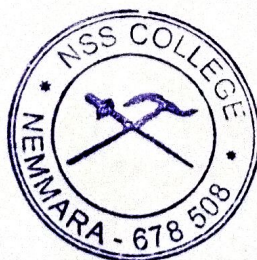
**Agenda**

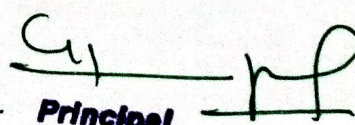
- AQAR uploading 2021-22

**Decision taken**

- Requested the criteria heads to complete uploading of data templates and proof of AQAR 2021-22 before 20-12-2022.
- Requested Principal to get the approval for submission of AQAR 2021-22 from college council
- Verification of data and proof of AQAR 2021-22 will be done by IQAC co-ordinator and final submission will be made tentatively by 23.12.2022

  
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**Minutes of the IQAC meeting held on 7/2/2023 - Report**

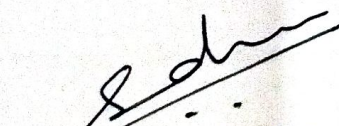
Meeting started at 11.45 am in Principal's chamber

**Agenda**

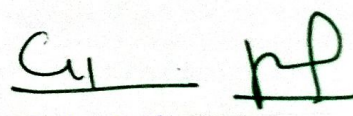
- SSR preparation
- Academic and administrative audit
- APAR submission

**Decision taken**

- As per the decision from NSS head office, it was decided to submit IIQA during June 2023
- Requested Principal to present the requirements of academic and administrative audit in college council
- Teachers diary of 2022-23 should be submitted to IQAC by 31-3-2023
- APAR of individual teachers and reports of each club and committees should be submitted to IQAC by 15-3-2023
- Feedback forms will be distributed to students by February third week

  
**IQAC Co - ordinator**  
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**Minutes of the IQAC meeting held on 31/3/2023 - Report**

Meeting started at 2.30 pm in Principal's chamber

**Agenda**

- SSR preparation

**Decision taken**

- As per the nomination from college council Sri. Sreekumar P G was included as new member in IQAC (Vacancy due to transfer of Dr. Rajesh R)
- Decided to conduct a gender and economic audit
- For SSR preparation each criteria will be handled by the following faculty

Criteria I – Dr. Chaithanya U

Criteria II- Dr. Priya S

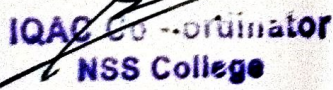
Criteria III- Dr. Ambily V K

Criteria IV- Sri. Sreekumar P G

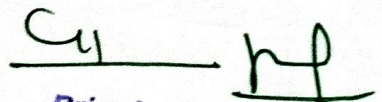
Criteria V- Sri. Vijesh Venugopal

Criteria VI- Dr. Lekshmi R Chandran

Criteria VII- Sri. Sanal Kumar S

  
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