

BSS BEd Training College, Alathur

IQAC Meeting Circular

Circular: BSS-IQAC: 1026-2023-24

Date: 1-7-2024

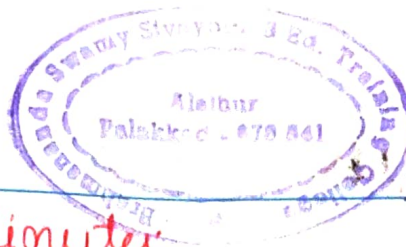
This is to inform you that there will be an official meeting on 2-7-2024 in Principal's chamber at 4 p.m. Hence all faculty members are requested to attend the meeting.

Meeting Agenda:

1. Previous IQAC Meeting Minutes - Review and ATR.
2. School Internship (2023-24)
3. Teachers and non teaching staff performance
4. Cells and Committees Annual Reports.
5. IQAC Annual Report
6. Academic Calendar 2024-25
7. Admission 2024-25
8. IQAC proposals for 2024-25
 - i. Lift facility
 - ii. Introduce new value added course
 - iii. Establishment of additional cells
 - iv. Library development
 - v. New LCD projector on Panel board for Wisdom Hall.
9. Quality Initiatives of IQAC - 2023-24.
10. Roles and Responsibilities of teachers

Alathur

Palakkad - 678 841



Meeting Minutes

2-7-2024

An official meeting was held on 2-7-2024 in Principal's Chamber organised by IQAC at 4 p.m headed by Dr K S Balambika, Principal, B.S.S B Ed Training College Alathur.

Meeting Agendas:

Agenda 1: Review of Previous IQAC Meeting minutes.

IQAC co-ordinator reported the Action Taken Report on the agendas of previous meeting held on 27-3-2024.

Agenda 2: School Internship (2023-25)

It was decided to hand over the request letter to school HMs and Principals which were preferred by students. Also decided to get permission letter from DEO office, Palakkad. Also decided the internship date as 18-7-2024.

Agenda 3: Teachers and non teaching staff performance and appraisal.

It was decided to collect both teaching and non-teaching staff performance for the academic year 2023-24 in the month of August-24.

Agenda 4: Cells and Committees Annual Report.

It was decided to prepare each cell's and committees' Annual report in the month of August.

Agenda 5: AQAR Annual Report.

It was decided to prepare IQAC Annual report for the academic year 2023-24.

Agenda 6: Academic Calendar 2024-25.

It was decided to prepare the academic calendar 2024-25 with reference to University academic calendar and BSS BSC Training College Academic Development Committee.

It was decided to assign roles and responsibilities of staffs for the academic year 2024-25.

It was decided to collect activities with dates from each cells and committees.

Agenda 7: Admission 2024-26.

It was decided to confirm the management seat admission and to scrutinize the application. Admission process is going on.

Also decided to start the class for new batch from



AL 117

10-7-2024 according to Calicut university notification.

Agenda 8: IQAC quality proposals.

It was decided to consider the following as quality proposals under IQAC for the academic year 2024-25

- i Lift facility
- ii Introduce new value added courses
- iii Establishment of additional cells
- iv Library development
- v New LCD projector or Panel board for wisdom hall.

Agenda 9: Quality initiatives of IQAC 2023-24.

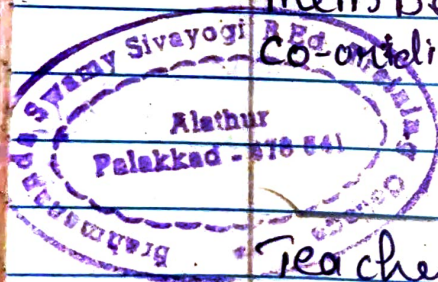
It is decided to review and analyse the quality initiatives of IQAC of the academic year 2023-24. The following are the quality initiatives of IQAC of BSS BEd Training College Alathur.

1. Conducted Outreach activities
2. Prepared Academic Calendar for 2023-24.
2. Organised Induction programme for new students.
4. Organised orientation program for teachers.

5. Introducing Teachers Diary
6. MoUs were signed.
7. Implemented Rammuni Paniker's Scholarship for meritorious students.
8. Motivation class were conducted i.e. Awakening Inner splendour
9. Organised Padhegam
10. CTET, KTET, SET, NET orientated programmes were organised.
11. Cultural Exchange programme were conducted through online in association with PACE
12. Organised rally on the part of Voter's awareness Campaign

Agenda-10 : Roles and Responsibilities of Teachers
It is decided to assign roles and responsibilities to teachers.

The above discussions and decisions were accepted by IQAC members present in the meeting. IQAC Co-ordinator Neema Surendran delivered the vote of thanks.



PRINCIPAL,
B. S. S. B. Ed, Training College
Alathur (PO), Palakkad - 678 641
Kerala - 678 641.

Teacher Educator	Signature	Teacher	Signature
Prithi E.P	<i>Prithi</i>	Sri Santhosh V	<i>Sri Santhosh V</i>
Meena T.N	<i>Meena</i>	Neema Surendran	<i>Neema</i>
Rasmi V.M	<i>Rasmi</i>		
Priganka Rij	<i>Priganka</i>		

Action Taken Report

[ATR of Meeting held on 2-7-2024]

1. Agenda 1 : Review of previous IQAC Meeting minutes

IQAC Co-ordinator presented ATR of the agendas of previous meeting held on 27-3-2024.

2. Agenda 2 : School internship (2023-25)

Request letter from the college was handed over to different school HMs and Principals. we got permission letter from DEO Office Palakkad. Students were sent to school for internship on 18-7-2024.

3. Agenda 3 : Teachers and non-teaching staff performance and appraisal

Both teaching and non teaching staff performance for the academic year 2023-24 were collected in the month of August'2024.

4. Agenda 4 : Cells and Committees Annual Report.

All cells and committees' annual reports were presented in the month of August.

5 Agenda 5 : AQAR Annual Report.

Principal oriented all the teachers for the preparation of AQAR report. It is decided to submit before December.

6- Agenda 6 : Academic Calender 2024-25

Academic calender was prepared by IQAC co-ordinator with reference to university academic calender and B.S.S B.Ed Training College Academic Development Committee.

Roles and Responsibilities of faculty members were assigned.

7 Agenda 7 : Admission 2024-26

All vacancies were filled. 53 students were admitted before the admission was closed. The class was started on 10th July 2024.

8. Agenda 8 : IQAC quality proposals.

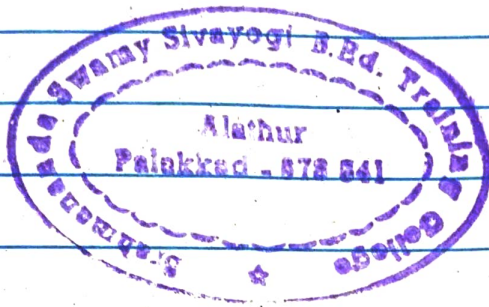
The IQAC quality proposals were presented before Principal.

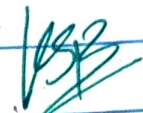
1. Lift facility.
2. Introduced new value added course
3. Library Development
4. New ~~and~~ Panel board for wisdom hall.

Agenda 9:

a. Quality initiatives of 10.A.C. 2023-24.

All the quality initiatives of 2023-24 were reviewed and analysed by Principal.




PRINCIPAL,
S. S. S. B. Ed. Training College,
Alathur (PO), Palakkad-DK
Kerala - 678 541.

Neema Sureshnan

Rasmi VM

Meera TN

Jini M George

Prithi G B

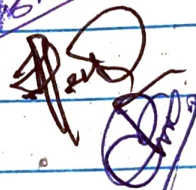
Santhosh V

Priyanka Raj

Salabha B

Janitha S

Neema
26/10/23



Priyanka

Salabha

Salabha

Janitha