

**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

MESKC/IQAC-ATR/2013-14/01

ME ETI NG NO.	DATE	DECISIONS	ACTION TAKEN
1	22.06.2013	<ol style="list-style-type: none"> 1. Set up a Research Promotion Council 2. Promote extension activities 3. Improve eco-consciousness in campus 4. Infrastructure development in the campus 	<ul style="list-style-type: none"> • Research Promotion Council has been constituted. The Council meets every month during which discussions are undertaken and papers are presented by teachers and PG students. • Teachers are given constant encouragement to avail Major/Minor Research Projects from various funding agencies like UGC, KSHEC, KSCSTE, DST etc. • ‘WELCHEM’ the extension activity cell of the college under department of chemistry offered services and activities for the benefit of the society like Dry rubber content analysis, water analysis and training in soap manufacture. • Rain water harvesting was conducted in the campus. Tree saplings were planted in the campus. • Eradicated plastics from the campus. • Suitably observed all national and international occasions of environment significance like World Environment Day, Ozone Day, GandhiJayanthi etc. • Afforestation programme and organic farming were introduced in the campus • College library automated with bar coding system. All PG class rooms were furnished with modern furniture. • Public address system was strengthened by providing sound boxes in all class rooms,

**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

			<p>Laboratories, department and library.</p> <ul style="list-style-type: none"> • CCTV camera installed in the main block building, library and Men's Hostel. • First floor of ladies hostel completed. • Construction of new academic block started. To improve water supply system a new open well was constructed.
2	17.07.2013	<ol style="list-style-type: none"> 1. Include more students and public involved activities 2. To organize an exhibition in connection with Golden Jubilee Celebration of MES 3. Execute the functions of IQAC according to the year plan 4. Construction of indoor stadium 	<ul style="list-style-type: none"> • With the collaboration of district palliative care NSS unit conducted an orientation programme (6th November, 2018) on palliative care. • Every Saturday three selected NSS volunteers participated the home visit of palliative care. • NSS unit conducted a self-employment training programme for public and students in grass cutting by using the machines. • Department of botany conducted water quality analysis at GUP School. Students took part in blood donation camp. • College union organized an awareness programme on Eye Donation. 500 students signed willingness paper for donating their eyes. • Decided to conduct ENTHUSIA 2014 -an exhibition of science –history-agriculture-and environmental features which was open to the public in the campus. • Monthly reports submitted by Heads of Departments are scrutinized by the Principal. • Electronic content development and preparation of ICT based teaching aids are given due consideration in the reports.

**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

			<ul style="list-style-type: none"> • Work diary maintained by faculty in Work Diary and monitored by Head of Departments. • Purchase and use of ICT based teaching aids are encouraged by IQAC. • Training workshops on innovative teaching methodology were conducted for teachers. • Archaeological excavation cell under department of history constituted for collecting monumental materials. • Construction of the First phase of indoor stadium completed.
3	20.08.2013	<ol style="list-style-type: none"> 1. Conduct seminars on general topic 2. Boost activities of Career Guidance cell 3. Collect monthly report from every department 4. Collaborate with Government and non-government agencies to provide exposure to the students in various areas 5. Strengthen the extension activities 	<ul style="list-style-type: none"> • Conducted one faculty Development Programme and one training programme in Innovative Teaching Methodology. • In connection with the National Science day Celebration, college conducted a seminar on “Recent trends in Science and Technology” on 26th February 2014. The event was sponsored by Kerala State Council for Science and Technology. College conducted a workshop on “Non-Conventional Energy Sources”. • The Career Guidance Cell organized an orientation Programme on ‘How to Face Competitive Examination’ for V semester UG students in July 2013. • A career orientation programme was organised by J.C Hamza held on 25th November 2013 for VI semester students. • JC Shameem provided Career guidance – cum - coaching firm in Kerala provided a Career Guidance class for III B.Com students on 13th January 2014. • A training programme was organized for the selected students from final year degree classes on 15th Feb 2014 by J.C MusthafaHashim.

**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

		<p>6. Strategic Plan Vision 2020</p>	<ul style="list-style-type: none"> • Conducted a motivation class for 1st year BSc students on 14th February 2014 on “How to overcome exam stress” by Deepak R Menon. • Department wise Career orientation was conducted for final year UG students. • The final year students of all the departments were given special counselling classes to enhance their interest in higher studies. A counselling class was organized for the students on 10th July 2014 to meet the academic and non-academic concerns of the students on Relaxation techniques, Stress relieving methods. Classes and sessions are held regularly once every month. • Monthly reports submitted by Heads of Departments are scrutinized by the Principal. • Department of chemistry made industry collaboration with ChethanaPharmaceuticals at Perinthalmanna and Common Facility Service Center at Payyanad, Manjeri, Malappuram District. • Silent valley Forestry and Nature club made collaboration with Agro forestry division of Forest department of Kerala • BhoomithraSena club made a collaboration with Environment and Climate Change department, under Government of Kerala • JanasreeHarithsala Lab in Association with CCDU. • In Collaboration with MES Industrial Institute, Mundur, provided job practical training to enhance employability of the students. • Department of Botany made collaboration with Cheerakkuzhi Nursery, Kumaramputhur, in 2013-14 and gave training to students on different propagation techniques like budding, grafting, layering etc.
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**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

			<ul style="list-style-type: none">• Collaboration with Net Magic, Pattambi on information technology and related infrastructure.• With the help and support of IRTC (Integrated Rural Technology Centre, Mundoor), the extension centre of Chemistry department conducted workshop on low cost soap production for the public and students.• WELCHEM centre organised awareness classes to farmers on the advantage and disadvantages of the usage of fertilizers, fungicides, pesticides etc, soil testing and leaf testing.• Quality Checking of fungicides like copper sulphate was also conducted using Soil testing kit available in WELCHEM centre.• Women cell organised a one day seminar on 'Women and Human Rights' for final year degree students on 24th September 2013.• Faculty members for monitoring the progress of Strategic Plan Vision 2020. There will be three level target achievement analysis Short term (2014-16, Midterm (2016-18 and Vision accomplishment [2020).
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**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

4	07.11.2013	<ol style="list-style-type: none"> 1. Map the progress of activities suggested in the year plan 2. Conduct gender sensitisation programmes under Women's Cell 3. Collect the feedback from PTA, alumni and students 4. Conduct an exhibition for General Public 5. Constantly monitor PTA meetings of different classes 	<ul style="list-style-type: none"> • Meetings of department council are held before and after examinations and any other programme. • ENTHUSIA 2014 -an exhibition of science –history-agriculture-and environmental features was organised to learn the applications /utilities of Science in practical life. It scheduled for 4 days from morning 10am to 8pm in the night. Organising committee was constituted. • Women Cell organised a craft class for second year girl students, Vasantha Lakshmi teacher took a class about fabric painting, glass painting etc. • Women Cell organised awareness classes about legal literacy with an eminent advocate for first year classes. • A debate was organized by the Women's forum on the topic "VivahapraayavumAnaacharangalum" (Marriageable age and Bad Customs' by college Union under the monitoring of women's Forum. • The College Women's forum organised a Quiz Competition on the topic "women as achievers" • As a part of International Women's Day women's Forum has conducted a seminar on the topic 'need for safety for women Empowerment' on 6th March 2014. • Feedback forms were duly collected from PTA and Alumni for further analysis. • Class PTA meetings were conducted for I,III and V semester students and reports duly submitted. Class PTA meetings for II, IV and VI semester students scheduled for March, 2014
5	10.01.2014	<ol style="list-style-type: none"> 1. Initiatives for Research 	<ul style="list-style-type: none"> • Collaborations with Government and Non Government agencies to be made to provide student's opportunities to get exposure to different areas.

**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

		<p>2. Campus technology</p> <p>3. Strategic Plan</p>	<ul style="list-style-type: none"> • Efforts to be made to mobilize more students to use digital and general library facilities. • Decided to speed up the activities of Research Promotion council.
6.	03.03.2014	<p>1. Analysis of feedback collected from students, PTA and alumni</p> <p>2. Report submission of Enthusia 2014</p> <p>Initiate club and extension activities based on improving social commitment and nature conservation</p>	<ul style="list-style-type: none"> • Analysis report submitted of the Feedback forms duly collected from students, PTA and Alumni. • Report of ENTHUSIA 2014 was submitted to the Principal. More than 35000 people visited the exhibition • Bhoomithra Club- Observation of environment significant days like Ozone Day, Environment Day suggested by UN , campaigns for environment protection. Bhoomithra club observed world environment day on 05-06-2013, bird watching day observed was observed on 12-11-2013 and Ozone day was observed on 16-09-2013. Eco-friendly bags were distributed among staff members. • Awareness provided for sustainable development. • Cultivation of Bamboo saplings by Bhoomithra club on 16th ,19th& 20th August 2013. Saplings were provided by the forest department. • Mushroom cultivation was done in the field of laboratory on June, August and November 2013. • Department of botany conducted water quality analysis at GUP School, Bheemanad on 28th January 2014. • Nature camp was conducted at silent valley on 29th October 2013 and 5th February 2014.

**INTERNAL QUALITY ASSURANCE CELL
MES KALLADI COLLEGE MANNARKKAD
Action Taken Report 2013-14**

			<ul style="list-style-type: none">• Tree Saplings were planted in the campus.• Tree litter and other organic wastes are buried instead of burning.• A project for vegetable cultivation has been started in the campus under the guidance of KrishiBhavan.• A Seminar on “Roof Gardening” Organised on 3rd march 2014.• On 30th August 100 NSS volunteers planted different types of trees inside the campus.• Ozone day was observed on September 16th September 2013. A talk on “Ozone depletion” was delivered by Dr. Usman Arerath. Painting Competition was conducted in connection with Ozone day celebrations.• Haritha club was constituted in the college under the guidance of department of agriculture, Government of kerala. A project for vegetable cultivation has been started in the campus.• Final year Botany student visited TBGRI, Thiruvananthapuram &Thenmala Ecotourism centre on 12th to 15th December 2014.
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IQAC Chair Person
Sd/-

IQAC Coordinator
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