

## **ACTION TAKEN REPORT 2016-17**

### **1. Monitoring of cells/ committees**

Rigorous monitoring of cells and committees ensured the smooth functioning of the same. Academic committee was given instructions to promote quality, accountability and transparency. The academic audit was conducted and the short falls were compensated. The Discipline Committee and the Anti Ragging Committee jointly took initiatives to acquaint the students with the pros and cons of ragging. Grievance Redressal Cell encouraged the students to share the issues they faced in the campus. Women Study Cell organized counselling sessions to mould girls to meet the challenges of the society.

### **2. Attending Seminars and Workshops**

The IQAC motivated the faculty members to enhance their knowledge and resources through seminars and workshops. It took initiatives to conduct expert lectures to supplement classroom teaching. The coordinators of IQAC/WWS/SSP participated in the workshop conducted by the office of New Initiatives in higher education by the department of collegiate education, Government of Kerala at SN College for Women on 05.08.2016. Two day Residential Capacity building Workshop was attended by the coordinators of WWS and SSP held at Loyola College of Social Sciences on 24<sup>th</sup> and 25<sup>th</sup> October, 2016

### **3. Strengthening Career Guidance and Placement cells**

Initiatives were taken to strengthen the Career Guidance and Placement cell. Courses were conducted to ensure job skills and employability. Coaching classes were conducted for NET/SET and other competitive examinations. Learning aids were provided to the aspiring students.

### **4. Monitoring WWS and SSP**

Steps were taken to motivate the students to elevate their standards and pursue for higher studies. SSP imparted additional support to weak students in their curricular areas. Feedbacks were collected to strengthen the quality of teaching- learning environment.

### **5. Analysing the Innovative Programmes**

Discussions were conducted on technology oriented methods of teaching learning and evaluation. Steps were taken to promote the creation and maintenance of a learner centric environment. Classes were given on Research Methodology for UG and PG students to guide them in their projects. Special programmes were planned for both advanced and slow learners. The Language Lab enabled the students to improve their listening and speaking skills and to enrich the vocabulary.

### **6. Supervising the activities of the Departments**

Teachers were given necessary guidance regarding the procedures related to NAAC. Lack of adequate infrastructure and other grievances from various departments were brought into the notice of the college council. It was suggested to add more learning resources in order to cater to the needs of the changing syllabus. Discussions were held on the inclusion of certificate and value added courses in the curriculum. The IQAC

prompted the teachers to include more innovative techniques in the teaching learning process. The departments were instructed to work for the fulfillment of social responsibility by conducting various extension activities.