

IQAC GOVT. COLLEGE MALAPPURAM

ACTION TAKEN REPORT 2020-21

ACTION PLAN 2020-21	ACTION TAKEN
1. Activation of a G-suit Account: As google is providing free Gsuit account for approved institutions with many extra features (which otherwise need to paid a big amount), G-suit account is essential for the college and the meeting entrust the website admin for the necessary steps.	G-Suit account was created and the college is enjoying the facilities provided by it
2. Academic Calendar: Preparation of an academic calendar containing all important events and activities	A committee for the same was formed under the leadership of Lt. Jafar T. H. Even though, a draft was prepared, could not finish it due to inconsistency in exam and other dates. The committee reported that they are trying to prepare the same for 2021-22 well in advance. The revised academic calendar for 2020-21 has been published by Calicut University only few days back.
3. Teacher's Diary: Preparation and submission of teacher's diary, as the classes are expected to be conducted online	Teachers daily report on classes and various activities were uploaded online until December 2020. From January 2021 onwards, the relevant data are to be entered by teachers before the Self Appraisal Submission.
4. Moodle Installation and Upgradation of Website: Plan to make the website more faster and Moodle installed after buying the enough space	Open source LMS platform, Moodle was installed with unlimited space. The college website also upgraded with unlimited space, SSL security and a novel theme. The updation is valid for 3 years and the fund was met from PTA
5. Library Automation: Library is still working in old fashion. Library automation is an essential for keeping and providing better service to students and staff. For automation, either hired professionals on payment or interns from MLIS on volunteer effort. Also, books procured under library head, but keeping in department libraries may be shifted to main library.	Complete automation of Library could not achieve due to lack of fund and volunteers. However more books were added to the Koha Software during the time.

6. IQAC Data Repository: Already started the implementation. In phase 2, more elements can be added. For OD approval regarding FDP programs, a statement 'Details have uploaded to IQAC Data Repository' may be insisted.	IQAC Data repository is working well using the college website. All important events, achievements of students, papers published and FDP attended are collecting through the website links. The process needs to be more decentralized and needs to add more categories.
7. Seminar Intellectual Property Right: UGC and NAAC insist to conduct the program to make awareness among faculties and others on Intellectual property rights. Remuneration may be granted from any available source	Could not achieve. But as per NAAC purpose, as the academic year can be extended to few months this year, Commerce or Economics department can conduct it in June or July
8. Moodle workshop: After installing Moodle on the website, a Moodle training workshop may be conducted. Remuneration may be granted from any available source	A training session on 'Effective Online Class using Moodle' was also conducted on 24/03/2021. Almost all faculties attended. And later during vacation, IQAC coordinator conducted a Phase-II online workshop for clearing the problems and issues in this regard
9. Online Feedback System: Proper feedback system is an essential for planning strategy and quality measures, which were already collecting as hard copies and hence a lot of manpower is required for data collection and analysis. Hence an online system is required and proposed to implement from this year onwards.	Online feedback system has implemented using the college website. Students feedback, teachers feedback, parents feedback etc. are conducted using it. The report of the same is available on the website
10. Activation of Club Activities: There are different Clubs/Cells working in the college. The reconstitution and activation of the same is essential	Various committees and clubs were reconstituted and review of the same was conducted by the principal
11. Academic and Administrative Audit (AAA): IQAC plans to conduct Academic and Administrative Audit (AAA) at the end of the academic year	It was planned on last week of March. But due election contingency, it could not achieve.
12. Speed up the Construction of PG block and Ladies Hostel	Construction of PG block was completed and was inaugurated in February 2021. And Ladies hostel work is very near to completion.
13. Webinars and Online Workshops: Conduct maximum number of webinars and workshops through online	Many departments conducted webinars and workshops in online mode. Few more programme can conducted in June and July, which can be added to 2020-21, as per NAAC criteria for this year.