YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES

IQAC MEETING REPORT

DATE: 4/9/2023

VENUE: IQAC ROOM

AGENDA: **SWOC Report Reading**

QLM Files Presentation

Software Purchase Proposal

Minutes of the Meeting:

Agenda 1: SWOC Report Reading

1.1 Ms. Nijitha Murali, Convener of the Descriptive committee presented the report of the SWOC analysis. Few suggestions were proposed by the IQAC:
- Add-On and certificate courses to include as the strength of the institution.
- Along with other funding agencies in institutional challenges include DST (Dept of science and technology too)

Agenda 2: QLM files presentation:

Criterion 2

2.1. Certificate courses offered to Advanced learners need to be added

2.2 To add the e content upload in college website and the same used by students for further reference

2.3 The latest examination result analysis has to be included in the report.

Criterion 3

2.4 Include Yuvavox, Books published under Yuvakshetra publications and ISSN journal approval status.

Agenda 3: Software Purchase Proposal

3.1 The IQAC suggested purchasing Linways software to enhance the institution's administration process.

YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES

IQAC MEETING REPORT

DATE: 6/12/2023

VENUE: IQAC ROOM

AGENDA: **AQAR 2022-23 Upload**

Updation of Central library construction work

Minutes of the Meeting:

Agenda 1: AQAR 2022-23 Upload

- Prof. Rajan T.K., welcomed all the dignitaries present at the meeting. He expressed gratitude for their participation and support in the ongoing institutional activities.

- The Director of the institution then took the floor and officially uploaded the Annual Quality Assurance Report (AQAR) for the academic year 2022-23. The Director acknowledged the collective efforts involved in the preparation and submission of the report.

- The Director further felicitated the IQAC (Internal Quality Assurance Cell) members for their dedication and timely completion of the AQAR work. Their commitment was recognized as a vital contribution towards maintaining the institution's academic quality standards.

- The Principal Dr. Tomy Antony extended his sincere thanks and acknowledged the hard work and timely submission of the AQAR. The Principal commended the IQAC team and encouraged continued efforts to further enhance the quality assurance processes.

Agenda 2: Central Library Construction Work Update

- The Principal Dr. Tomy Antony provided an update on the ongoing Central Library construction. He announced that the construction is progressing as per the strategic plan laid out for the development of campus infrastructure. This project is expected to greatly enhance the learning resources and library facilities for both students and faculty.

- The Principal reassured that the project is on track, and efforts are being made to ensure the timely completion of the library building.

The meeting was concluded with a vote of thanks to all participants.

YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES

IQAC MEETING REPORT

DATE: 6/3/2024

VENUE: IQAC ROOM

AGENDA:

- **AQAR 2021-22 UPLOAD**
- **Linways Software Purchase Finalization**
- **IQAC new team selection**
- **New cafeteria work progress**

Minutes of the Meeting:

Agenda 1: Reflection on AQAR 2021-22 Upload Process

- The College Management and Principal reflected on the AQAR 2021-22 upload process. The Director informed the members that the AQAR for the academic year 2021-22 has been successfully uploaded to the NAAC Website as part of the institution's commitment to quality assurance.

- The Principal and Management extended their appreciation to the IQAC Team for their dedicated efforts and timely completion of the AQAR preparation and submission. The team's work was recognized as crucial in meeting the quality standards set by the institution.

Agenda 2: Software Purchases Approval

- Linways Software Purchase: The Principal reported that the Trustee Body of the college has approved the purchase of Linways Software. This software will be implemented to streamline academic management and improve administrative processes across the institution.

- Plagiarism Detection Software: The proposal for the purchase of Turnitin as a plagiarism check software was also discussed. The software will help maintain academic integrity and ensure that student submissions are free from plagiarism. The Trustee Body has given approval for this purchase as well.

Agenda 3: New IQAC Team Selection

- The Principal introduced the new team selection for IQAC Coordinators for the upcoming term. The following members were appointed to the team:

    - Criterion 1- Mr. Anil Kumar

    - Criterion 3- Mr. Praveen S

    - Criterion 5- Dr. Reneela P

- All other existing IQAC Coordinators will continue their tenure for the upcoming academic year. This was noted as part of the ongoing efforts to maintain continuity and consistency in the IQAC's operations.

Agenda 4: New Cafeteria Construction Update

- The IQAC team informed the meeting that the construction of the new cafeteria is currently in progress. The cafeteria is expected to be fully operational by the academic year 2024-25. This new facility will enhance the student experience by providing a modern and well-equipped space for meals and social interactions.

The meeting concluded with a vote of thanks to all participants for their contributions and continued support.

<p align="center">**YUVAKSHETRA INSTITUTE OF MANAGEMENT STUDIES**</p>

<p align="center">**ACTION TAKEN REPORT**</p>

DATE: 12/3/2024

1. SWOC Report and Suggestions (Meeting Date: 4/9/2023)

- The suggestions made during the SWOC report reading, including the addition of Add-On and Certificate Courses as institutional strengths, have been incorporated into the final SWOC report.

2. Software Purchase Proposal (Meeting Date: 6/12/2023)

- The Linways Software purchase was approved by the Trustee Body and has been initiated for purchase. The software is expected to streamline the administrative and academic management systems across the institution.

3. Central Library Construction Update (Meeting Date: 6/12/2023)

- The construction of the **Central Library** is progressing as per the **strategic plan**. Efforts are being made to ensure the timely completion of the building, which will significantly enhance the academic resources and library facilities for both students and faculty.

4. Cafeteria Construction Update (Meeting Date: 6/3/2024)

- The construction of the **new cafeteria** is in the **final phase**. The cafeteria is expected to be fully operational by the academic year **2024-25**. This will provide an enhanced dining experience for students and staff, contributing to a better campus life. The actions from all three meetings have been successfully implemented, and necessary updates have been made. The institution is progressing well with the implementation of quality assurance initiatives, infrastructure development, and software enhancements. Continued focus on these areas will ensure the institution's growth and alignment with its academic and administrative goals.