



yuvakshētra®

Institute of Management Studies (YIMS)

(Affiliated to the University of Calicut)

📍 Ezhakkad - Mundur, Palakkad - 678 631, Kerala, India ✉ yims@yuvakshetra.org / yuvakshetra@gmail.com

IQAC MEETING

ACADEMIC YEAR: 2022-2023

Date: 06 June, 2022.
Block

Venue: CASA Romana, HM

Agenda:

1. **Strategic plan discussion**
2. **Evaluation on the preparation for NAAC visit**
3. **Others, if any**

Minutes of the meeting:

Agenda 1 (Evaluation on the preparation for NAAC visit)

- The meeting discussed the preparations for NAAC peer team visit.
- Suggested to record and maintain criteria-wise department files properly.
- It has been decided to inform Heads of the Departments regarding the exhibitions to be displayed during the peer team visit.
- Suggested to start incubation centres in the college.
- Decided to form various committees with regard to NAAC peer team visit.

Agenda 2: Strategic plan discussion

- The IQAC Coordinator presented the strategic plan for discussion.
- **Outlines of strategic plans are as follows:**
 - More job-oriented courses to the students.
 - A community college for the society.
 - Enhance the number of ICT-enabled and smart classes.
 - Initiating scholar-supporting programs like training and exposure programs for career development.
 - Signing MOUs with renowned, recognised high institutions.
 - Adoption of more neighbourhood schools with regard to entrusting Activities g department
 - Proposed the expansion of canteen and library facilities.



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- Proposed the need of allotting girls' rooms in Christ Hill and Jubilee Block.
- Suggested to provide free laptops to more number of students based on the criteria and requirements.
- Initiate skill-enhanced training programs for girl students.
- Install time automation.
- Formation of Student Quality Assurance Cell.
- To conduct administrative and academic audits every year.
- To promote green practices, it has been suggested to implement organic farming as an add-on course.
- Suggested to promote more faculty participation in refresher/orientation courses organised by external institutions.

=> Discussed the outline of strategic plans for the institution for the next 5 years and decided to submit it to the governing body.

Agenda 3: (Any other matter with the permission of the chair)

- Suggested a change in the timetable schedule to include skill-oriented/add-on/remedial courses.
- Suggested a change in timetable schedule to include skill oriented/ass on /remedial/ certificate course classes
- Suggested to utilise PTA fund to make all the classes IIT enable
- A new college campus is in plan with the introduction of new programmes
 - Instead of adding new once in the existing campus
- Decided to include an awareness session on scholarships and grants in the
 - Induction programme for the first year
- Suggested to conduct Merit day for distribution awards
- Vice principle in entrusted to form strong committee for the feasibility study g strategic plans 2022 -27 and to present detailed reports in the next meeting
- Ms. Shilpa Sreekumar (staff representative) proposed the vote of thanks
- The meeting wound-up at 5:15 pm.


IQAC COORDINATOR

Coordinator (IQAC)
Yuvakshētra Institute
of Management Studies (YIMS)

Ezhakkad - Mundur, Palakkad Dist.
Kerala, India. Pin: 678 631

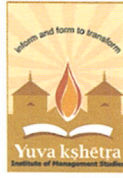



PRINCIPAL

Principal
yuvakshētra
Institute of Management Studies
Ezhakkad - Mundur, Palakkad Dist.
Kerala, India. Pin: 678 631



www.yuvakshetra.org ☎ 0491- 2846426 / 9400 012 368 / 9961 233 888



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ACCREDITED BY NAAC WITH B+ GRADE (1st CYCLE)

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I Q A C Meeting

Academic year: 2022-2023

Date: 07.11.2022

Venue: I Q A C Room

Agenda:

1. Reconstitution of I Q A C
2. Evaluation of previous peer team visit
3. Strategic plan
4. AQAR Feedback form [Teacher and students : twice in every academic year]
5. SSS-End of Academic year [Employer and parents]
6. Staff selection committee and proceeding
7. Cells plans and evaluation Report

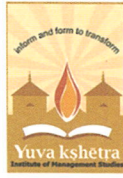
Minutes of the meeting:-

Discussion and resolution

Agenda 1 Reconstitution of I Q A C

- The Director Rev. Dr Mathew George Vazhayil announced
The new IQAC Members:
Dr. Tomy Antony , Principal,
Prof. T K Rajan – IQAC Advisor
Dr. Joseph Olikkalkunal Vice Principal,
Ms. Shylaja Menon-IQAC Coordinator,
Ms. V Grace Aganice -IQAC Secretary,
Criterion 1- Anil Kumar MS
Criterion 2- Dr. Keerthi MS
Criterion 3 – Dr Matilda Danny
Criterion 4 – Sangeeth. M Sivadas ,
Criterion 5 – Dr. Joseph Varghese
Criterion 6- Dr. Remya J
Criterion -7 - M.S Pameela Jhonson,
Mr. Josen P. Jose - Superintendent,
Mr. Athul Joseph – IQAC Technical Assistant,
Dr. M. A Suraj, Educationist, Mr. Haridas --PTA Vice President,
Ms. Sujatha -14th Ward Member, Mundur Panchayath, Mr. Akshay Viswanathan
Secretary, Alumni Association and Mr. Michael Dominic Industrialist (Casino
Group);respectively.





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Agenda 2 Evaluation of Previous Peer Team visit:

- The Criteria Coordinators presented the evaluation report of the Peer team visit
- Suggestions put forward were:
 1. Criterion 1- Internships to be increased; Employer's feedback to be increased, Programs of Human values to be increased.
 2. Criterion 2- The number of Ph.D. scholars is less. ICT enabled classrooms must be increased , Internal assessment system to be improved.
 3. Under criterion 3, research publication (article under UGC cure list) to be increased student participants programs to be increased; Students participation programs numbers to be increased collaboration programs to be strengthened
 4. Under criterion 5 scholarship to be increased and properly documented; Carrier guidance must be given in Systematic framework with set syllabus, course outcome etc; alumni participation in various programmes should be strengthened.
 5. Under Criterion 6: FDP programs to be merged with IQAC and reputed institutions.
 6. Under Criterion 7: Certificate courses on gender equity to be increased, Action plan and report has to be maintained.
 7. Constitution related courses to be brought in.
 8. MOUs with IITs , locality schools in collaboration with panchayat must be increased

Agenda 3: Strategic plan.

1. Strategic plan Implementation committee to be formed.
2. The Layout of new Library and Canteen was presented.
3. PTA fund will be utilised for the expansion of new Library and Canteen.
4. Proposed the plan of increasing the number of incubation centres. Feasibility study to be done before implementation. Committee to be formed.
5. Refresher Courses to be organised for Non-Teaching Staff.

Agenda 4: AQAR - Feedback Forms.

1. Teachers and students feedback to be collected twice every year.

Agenda 5: SSS (Employer and Parents feedback)





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1. Employer's feedback must be collected at the end of each academic year from the Alumni.
2. Parents feedbacks to be collected at the end of each academic year.
3. IQAC suggested to increase the number of freeships and scholarships

Agenda 6: Staff selection committee and proceedings.

1. The Staff Selection Committee includes Principal, Director, Vice Principal, and concerned HOD, subject Expert.
2. The system of selection of staff must be maintained as proceedings.
3. The IQAC also suggested to create SSC (Staff Screening Committee).

Agenda 7: Cells Plans and Evaluation report

1. Decided to form committees for Arts and Sports Activities
2. Research committee activities to be strengthened and more publications and research to be done.
3. Scholarship committee will be formed.

The meeting wound up at 5:15 pm

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of Management Studies (YIMS)
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Kerala, India. Pin: 678 631

PRINCIPAL

Principal
yuva kshētra
Institute of Management Studies
Ezhakkad(PC), Mundur, Palakkad(Dt.)
Kerala India, Pin-678 631

