



DEVASWOM BOARD COLLEGE
THALAYOLAPARAMBU
(Affiliated to Mahatma Gandhi University, Kottayam)

CRITERION I
Curricular Aspects

Submitted to
The National Assessment and Accreditation Council
(NAAC)
February 2024



Midayikunnu P.O.Thalayolaparambu, Kottayam, Kerala - 686605

Staff Meeting



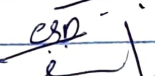

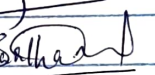
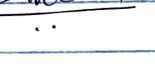
venue: Dept. of Chemistry
 headed by HOD

Date: 19-07-2022

Time: 3:00 pm

Agenda: Action plan for the year 2022-23
 Result analysis discussion
 Conduct of open class
 Internal exam date
 Any other matters

Members present:

LT Dr. Hari Narayanan G. 
 Dr. Remalakshmy Redural 
 Dr. Deepa. C.S. 
 Dr. Sankha V. S. 
 Dr. Aparna Mohan 
 Sasitha K.M. 

Decisions taken:

- i) 1st Internal exam of 5th sem. students can be conducted between Aug 2-9th
- ii) 2nd internal exam of 5th sem students by Sep 26th - 30th
- iii) 5th sem. PTA meeting after Aug 3rd week.
- iv) 1st internal exam for 3rd sem students by Sep 12th - 16th
- v) 2nd internal exam for 3rd sem students by Oct 25 - Nov-2nd.
- vi) PTA of 3rd sem students by July last
- vii) PG 3rd sem Sep- last week 1st Internal, Nov- 1st week
- viii) second internal, PTA by August last week.
- ix) Conduct guest interview on Friday, 22nd July
- x) As the workload is high, if needed faculty may reject paper for valuation as intimated so by Principal
- x) Decisions for Action plan -

- a) Seminar on Research Methodology in association with Dept. of Physics
- b) Seminar on topic human values and ethics
- c) Gender related seminar in association with Women's cell
- d) A class on personality development and communication to UG/PG students by Dr. R.
- e) Higher studies and career orientation class for UG/PG students
- f) Celebrate Sreene day / Ozone day and conduct a chem. exhibition
- g) Model exams for 2nd PG by August 1st week - tentative
- h) Tutor in charge should fill evening exam schedule sheet
- i) Alumni groups should be made more active

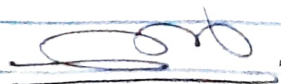
Result analysis discussion - Decreased pass % in UG and PG can be because of (i) covid and related issues among students, students went for part-time jobs without attending class, range issues, financial problems, many topics were difficult for students to understand through online class, many students couldn't write exams due to covid, eye irritation and other related health issues. Online class not as effective as offline

NAAC work review - complete Teacher's diary and all pending work as soon as possible. Provide all requested data at the earliest

Congratulated Dr. Aparna Mohan for completing the Diploma in Logistics programme of DBCT and furnishing certificates to students

Conduct Medha webinar series by Aug-22 to 31st

Meeting ended at 4:30 pm



Staff Meeting - Online mode

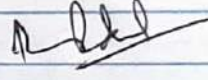



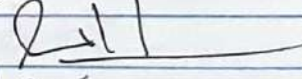
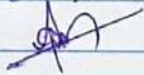
Date : 29 / 7 / 2021

Time : 4:00 pm

Agenda :

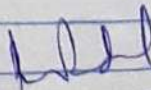
- * Conduct of online Refresher Course.
- * Class adjustments
- * Any other matters.

Members present :

Dr Remalakshmy Poduval 
 Dr Deepa CS 
 Mr Dr Hari Narayanan 
 Ms Saritha KM 
 Dr Sandhya V. Sathesh 
 Ms Aparna Mohan 

Decisions taken :

- * The online refresher course in association with the DGC side program of MG University was ^{to be} conducted from 3rd August to 16th August 2021.
- * The coordinators, Dr Remalakshmy Poduval & Ms Saritha KM along with the IQAC coordinator Dr Deepa CS ~~were~~ were ^{to be} relieved from their classes during these days for the smooth conduct of the refresher course.
- * Accordingly the classes were adjusted. Assignments, tests etc were to be given to the students to keep them engaged.
- * Ms Aparna Mohan was relieved to participate in the Refresher Course.
- * The meeting came to an end at 4:30 pm



DLMC

16

2020-21

22-09-2020

പേരിടീസ്

മേലമൂല വിഭാഗത്തിന്റെ ഓൺലൈൻ മീറ്റിംഗ് 22-09-2020 ന് ചൊവ്വയാഴ്ച 3:30ന് ഉത്സവിരിക്കൂ. ചന്ദ്രോരംഗത്തുമാത്രം പങ്കെടുക്കുക.

അജണ്ട

1. കോവിഡ് സാഹചര്യത്തിൽ പഠന സമ്പന്നമായതിൽ വരുത്തേണ്ട മാറ്റങ്ങൾ.
2. പഠിച്ചിട്ടുള്ള തീർച്ചയ്ക്ക് ഉത്തമ പോർച്ചുഗൽ കളരിച്ചെരുപ്പ് ചർച്ചകൾ.
3. ഓൺലൈൻ അതിവേഗത്തിൽ വെബിനാർ കളരിച്ചെരുപ്പ് ചർച്ചകൾ.

3:30 ഓടെ ഗർഗിൾ മീറ്റിംഗിൽ സിദ്ധാർത്ഥന്റെ മീറ്റിംഗ് ആരംഭിച്ചു. കോവിഡ് സാഹചര്യത്തിൽ സിദ്ധാർത്ഥന്റെ നല്ല പ്രതികരണങ്ങൾ മനസ്സിലാക്കിയിട്ടുള്ളതു ചേർന്നു HOD അറിയിച്ചു. ഓൺലൈൻ പോർച്ചുഗൽ സമാഹരണ ഓൺലൈൻ അതിവേഗത്തിൽ വെബിനാർ കളരിച്ചെരുപ്പ് ചർച്ചകൾ നടത്തിയതും ഉത്തമ തുടങ്ങിയ വിവരങ്ങൾ കേൾക്കുകയും ചെയ്തു. ഗവണ്മെന്റ് അധ്യാപകർക്ക് പോർച്ചുഗൽ തീർച്ചയ്ക്ക് ചേർന്നു വിവരങ്ങൾ അറിയിച്ചു. കളരിച്ചെരുപ്പ് ചർച്ചകൾ. ഓൺലൈൻ അതിവേഗത്തിൽ നടത്തിയ വെബിനാർ കളരിച്ചെരുപ്പ് ചർച്ചകൾ. ഓൺലൈൻ അതിവേഗത്തിൽ നടത്തിയ വെബിനാർ കളരിച്ചെരുപ്പ് ചർച്ചകൾ.

4:30 ഓടെ മീറ്റിംഗ് അവസാനിച്ചു. മീറ്റിംഗ് അംഗീകരിച്ചു.
 ചന്ദ്രോരംഗം
 ഡ്ര. അശ്വിനി. എ. നായർ - HOD
 രമ്യ ജി -
 ഡോ. രാജേഷ് വി. -

Minutes of the meeting conducted in the department of English on 9th July 2019 at 1.15 pm

Agenda:

- 1) Permanent timetable for the year was scheduled.
- 2) Dates for assignments of III semester students were fixed.
- 3) It was decided to give special classes for weak students.

Members Present:

Dr. K. S. ~~Sh.~~
Asish Madhu Tom ~~Asish~~
Anjali C. Nair Anjali
Maria Lisa Mathew ~~Maria~~
Lakshmi .B Lakshmi
Anu John ~~Anu~~
Keechana Vijayan. Keechana

Staff Meeting

06/06/2018. A Staff meeting was conducted on 06/06/2018. The meeting started at 3.45 PM. Dr. Deepa C.S. Head of the department presided the meeting.

Agenda

- 1: Distribution of time table -
- 2: Other matters.

Members

- 1: Dr. Deepa C.S. *DP*
- 2: Dr. Renalashmy Podural
- 3: Santha K M *SM*
- 4: Dr. Sandhya V. Sathreesh *SV*
- 5: Aparna Mohan. *AM*

Discussions

Distribution of dept time table was done. Second B.Sc Chemistry, Botany, ^{Physical} practical exam skill duty was allotted to Santha K M & Aparna Mohan. Internal examines is Dr Deepa C.S.

Minutes of the meeting conducted in the department of English on 10th September 2018 at 1.15 pm.

Agenda

1. Internal newsletters were published
2. Conducted PTA meeting for 2nd and 3rd yr. students
3. Decided to organise One day Teachers day programme

Members Present

Dr. R Anitha

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Jindu K S

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Asish Martin Tom

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Anjali C Nair

[Signature]

Dr. Maria Lisa Mathew

Keerthana Vijayan

[Signature]

Rajalakshmi V Nair

[Signature]

Charulatha T. P

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