

INTERNAL QUALITY ASSURANCE CELL

PLAN OF ACTION 2023-24

- To submit IQA by the last week of May 2023.
- To submit AQAR 2021-22 before 31 May 2023.
- To do all the necessary arrangements for submitting NAAC SSR and the subsequent peer team visit
- To organize an event for HSS students during January 2023-24. Dr. Yogesh, Dr. Ashish, Dr. Anup and Dr. Reeja to form the core committee members of the organizing committee.
- To organize Skill Development Programmes for students under MIST during 2023-24. Dr Merin George and Ms. Neethu K Daniel to coordinate the activities.
- To advise all Departments to take initiative to send advanced learners for internship at reputed institutes during vacations.
- To conduct the presentation of annual report 2022-23 with Action Plan 2023-24 of all Departments/Extension Clubs/ Cells during the first week of June.
- To coordinate activities of distance learning including Coursera and SWAYAM with Dr. Ashish Varughese as coordinator
- To publish Newsletter and Handbook 2023-24
- To promote teachers to publish articles in reputed (Scopus/UGC Care) journals under PRERNA. To start formal collaborations with research institutes for the same.
- To proceed with signing MoU with New Castle University and GAD TLC Delhi.
- To submit a proposal for DST FIST next academic year.
- To do collect feedback and do feedback analysis by June last week.
- To submit NIRF report within the due date
- To submit AQAR 2023-24 by 31 December 2023
- To organize Merit Day in August 2023
- To organise STARS of MOORE Contest from January 2024
- To organise a VOICE of MOORE Contest during August 2023
- To organize annual get together of stakeholders YADAH in December 2023
- To organize an Induction Programme and Bridge Course for first semester students in August 2023.
- To strengthen the activities of Moore Initiative for Sustainable Development, especially through Association Activities of Departments and Extension Clubs
- To Organise Higher Secondary School Teacher Transformation Programme of Government of Kerala
- To organise Professional Development Programme for Administrative and Lab Staff under the STEP initiative
- Upgrade existing LMS and Organise Teacher's Training on Learning Management System under the STEP initiative
- To organise Faculty Development Programme on Service and Administrative Matters under the STEP initiative
- Assist in the CAS promotion of staff under the STEP initiative
- To Organise Teaching and non-teaching staff tour under the STEP initiative
- To Encourage more students to enrol and successfully complete online courses in Coursera
- Strengthen the functioning of Innovation and Entrepreneurship Development Centre (IE DC), Kerala Startup Mission

- Submit Proposals for Green Champions Award (Government of India), Biodiversity College Award (Government of Kerala), Green College Status (Government of Kerala), Renewable Energy Awards 2023 (Government of Kerala) and other eligible awards
- Prepare and submit Annual Report 2022-23 to DCE and University by December 2023
- To constitute Yuvamanthan Committee
- To re-constitute Students Grievances Redressal Cell
- To constitute Social Justice Forum with Dr. Syamkumar S as coordinator
- To give awareness for teachers on Four Year Degree Programmes.
- To constitute Tourism Club with Dr. Saji Samuel as coordinator

Dr. LYNNETTE JOSEPH

Convener