



# S.E.S. COLLEGE

(AFFILIATED TO KANNUR UNIVERSITY)

SREEKANDAPURAM- 670 631

KANNUR DIST., KERALA

Phone: 0460 2230293

Ref: No.....

Date.....

## SES COLLEGE, SREEKANDAPURAM

Dates of the meetings and important decisions taken

during the year 2016-2017

01 – 06 – 2016

Decisions

- Decided to arrange a class on office automation
- Decided to reconstitute various committees in the college. The existing conveners are directed to their members with the consent of the Principal.
- Decided to conduct programs which are related to “Connecting to Community”.
- Decided to submit the AQAR to the College Management during the month of December 2016.
- Decided to conduct an orientation program for first year students and a career guidance class for the final year students.
- Teaching staff members are encouraged to participate in Refresher courses and Orientation programs and do research related activities.
- It is decided that each department should organize at least 5 programs or activities in an academic year as part of the NAAC documentation for the second cycle.

08 -09 -2016

Decisions

- Minutes of the last meeting which was conducted on 01-06-2016 where reviewed by the members and approved.
- Decided to conduct a mock visit to all the Departments of the College to inspect the documents of 2015 – 2016.
- Discussed various activities carried out during the months of June 2016 to September 2016.

13- 01 – 2017

Decisions

- Decided to conduct a class for teachers of SES College on API score.
- Decided to conduct counselling class and personal counselling to students on 27th and 28<sup>th</sup> January 2017.
- Decided to conduct the multidisciplinary seminar series 'Convergence 2017' from February 27th to March 1<sup>st</sup>.
- As per Govt. order(Rt) NO.3490/2016/ H.Edn. dt.22.12.16, Govt. have ordered that the IQAC Coordinator will be special invitee in the college council without voting rights. The matter was placed before the council and decided to obey GO.



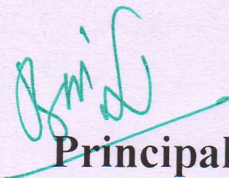


09-03-2017

Decisions

- Minutes of the last meeting which was conducted on 13-01-2017 were reviewed by the members and approved.
- Decided to reconstitute the IQAC committee for the year 2017-18.
- Decided to discuss the various activities taken during the academic year from October 2016 to March 2017.
- Decided to inform all the HODs to submit Action Taken Report of 2016-17 and Action Plan Report of 2017-2018.





**Principal**

**Dr. DOMINIC THOMAS**  
**Principal**  
**S.E.S. COLLEGE**  
**SREEKANDAPURAM**