



# P.K.M. COLLEGE OF EDUCATION

MADAMPAM, KAITHAPRAM P. O., KANNUR – 670 631

(Govt. Aided Teacher Education Institution affiliated to Kannur University)

Recognized by NCTE included under UGC 2(f) & 12(B) category

Accredited by NAAC with 'A' Grade, (Second cycle -4 point scale), RUSA 2.0 beneficiary

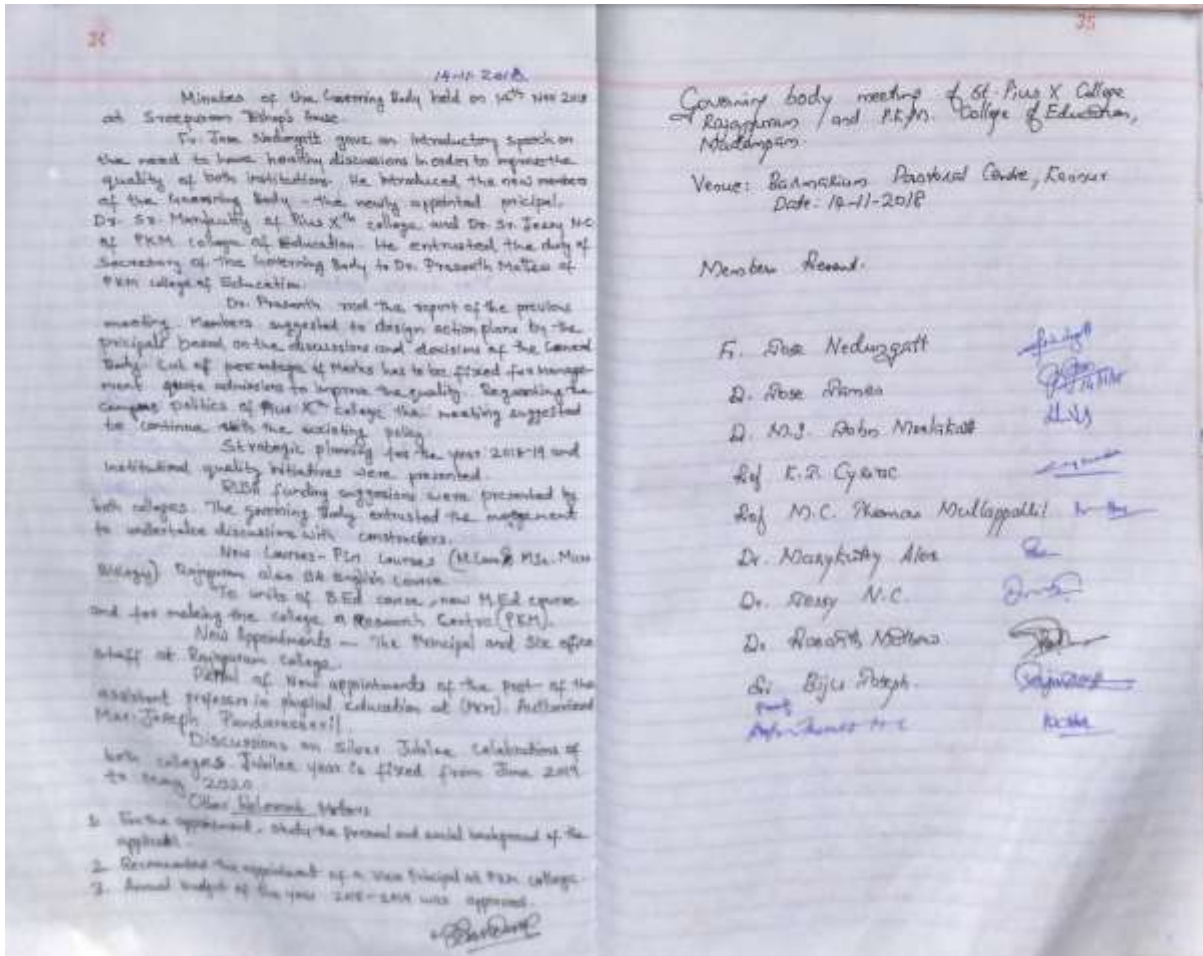
**6.1.1: The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission**

## **MINUTES OF COMMITTEES**



## Minutes of Committees

### Governing Body Minutes



Governing body meeting of St. Peter's College  
 Registrar and P.K.N. College of Education  
 Madhavaram  
 Venue: Bananaram Padmal Arde, Linnur  
 Date: 10-05-2019  
 Members Present

Mr. George Pandurangan	+ <u>Banaram</u>
Mr. Jase Nedunggatt	<u>Registrar</u>
Dr. Jase Suresh	<u>Registrar</u>
Prof. K.R. Gopal	<u>Registrar</u>
Prof. M.C. Thomas Kattappalli	<u>Registrar</u>
Dr. Marykutty Alex	<u>Registrar</u>
Dr. George N.C.	<u>Registrar</u>
Dr. Pravinthra Mathan	<u>Registrar</u>
Mr. Biju George	<u>Registrar</u>
Mr. Thomas Chacko (Optician)	

Agenda  
 1. Brief reports of curriculum and co-curricular activities and result analysis 2018-19  
 2. Revision and Action plan for the coming year  
 3. NIRS and EUSA regulatory  
 4. Details of Management plan admission 2019-20  
 5. Deco Admission

- 6. Infrastructure development and strategic planning
- 7. Any other items concerning the approval of the body

The meeting started at 10 AM with a prayer presided over by the Manager, Masjid Pondok Kelapa. B. P. Hidayatullah welcomed the Governing body members to the meeting.

B. P. Hidayatullah, Pondok Kelapa, gave an introductory speech on the matter to be discussed, such as new curriculum, allotment of management seats, appointment procedures and the various academic activities and activities related to other jobs. He also appreciated the principals of both colleges for the activities done in the respective colleges.

As the colleges are entering their 5th anniversary year, the college has to ensure the better involvement of the public in all the activities. The public participation can be achieved by introducing projects of public interest.

Dr. Hidayatullah, Secretary of the G.B. read the report of the previous meeting and discussed the same held on the following and the report was approved by the body.

Resolution by Dr. Hidayatullah, Principal, PKAD College of Education, Medan.

Dr. Hidayatullah presented the various academic and administrative activities for the college academic year 2019/2020.

- admission matters
- Special initiative of the college
- Graduation papers
- Value based - based class-activities
- Work of resource persons
- Campaign activities
- EPR training

- Records promotion
- Feedback mechanisms
- Office management
- Policies regarding process
- Academic program proposals
- Budget for the academic year
- Laboratory facilities
- Office and learning management system
- Proposal on skill development centre
- RUSH related process
- Academic council in departments
- Satisfaction survey

Based on the various activities and proposals, Governing body had discussed and proposed the following recommendations:

- Demand ethics has to be developed in both colleges based on the available data and the reality of the college till date.
- KPI/SEI tracking has to be done after college hours on Saturday.
- Feedbacks to be taken based on the NMAC parameters and the evaluation to be done in the presence of the principals of both colleges.
- The existing system has to be empowered in both colleges.
- NMAC and ISAC functions of the college have to be activated.
- The office and learning management systems in both colleges have to be introduced only after having a detailed analysis of the systems.
- Departmental board of studies can be introduced as an empowerment tool increasing the volume of external capital.
- To empower the administration of

both colleges. History of the college has been analysed thoroughly and has been published by setting up a special committee.

The Principal, D. Manjunath Aker and the late Anandachari Biju Aker presented the activities of the college. Future plans, budgets and other related activities and facilities proposals, and other matters.

The governing body discussed the matter in detail and valuable suggestions were given.

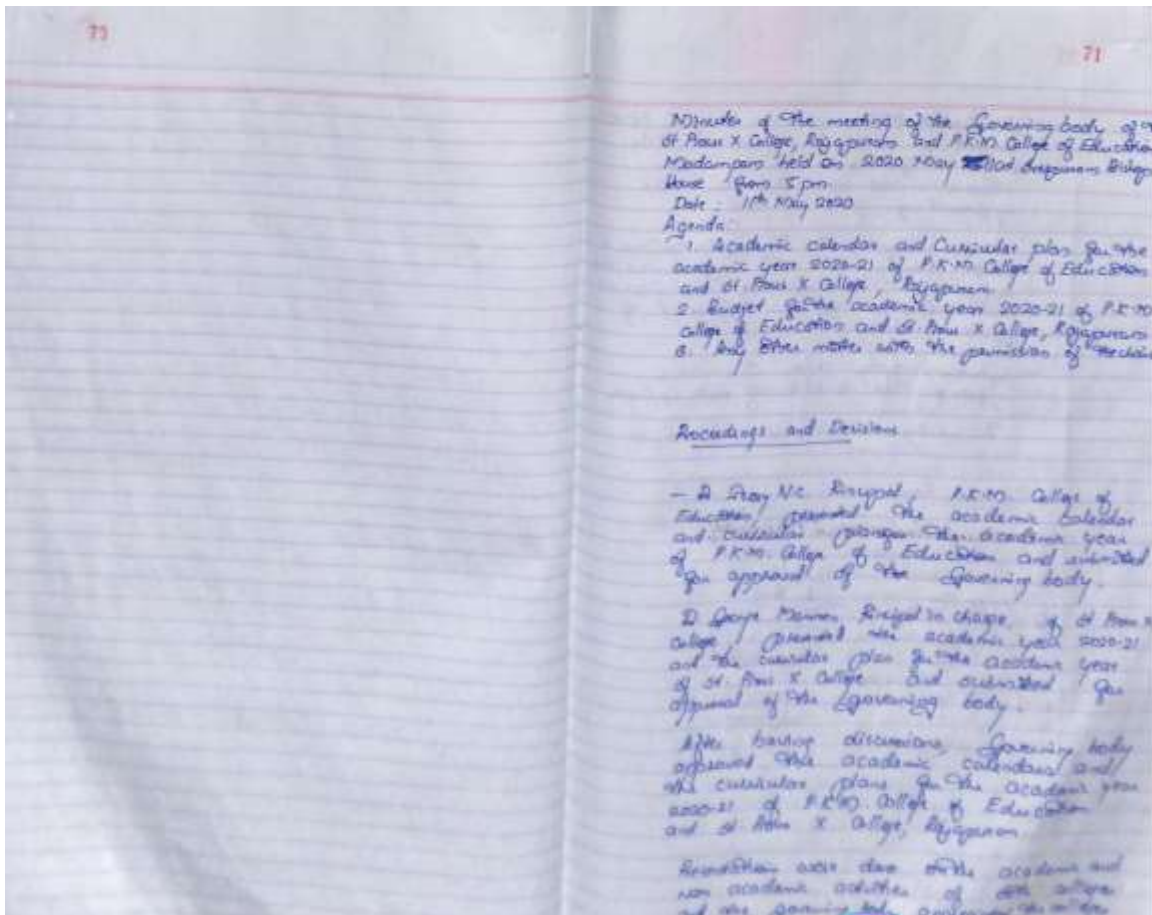
The governing body discussed the activities of the staff academy of the college. The body extended the support for the activities of the academy.

Detailed analysis of the data regarding the results of the college and the 100th anniversary of the college - the governing body has to take steps to improve the results of the college.

Moreover, the college has to develop the academic interest of students in Kannada in the college - by introducing discussion in department and improvement of students.

The matter came to an end by 1 PM by using the time by the governing body.

Signature



- Dr. Rosanth Mathew, Vice Principal, P.K.M. College of Education presented the budget for the academic year 2020-21 and submitted for the approval of Governing body.
- Dr. Ajin Joseph, Vice Principal, P.K.M. College of Education presented the budget for the academic year 2020-21 and submitted for the approval of governing body.
- Governing body after discussions approved the budgets of both colleges. The meeting came to an end by 6 pm.

Members Present

- 1. Mr. Joseph Pambanarad + ~~Dr. Sankar~~
- 2. Fr. John Andrews
- Dr. Sully N.C.
- Thomas M.
- Dr. Rosanth Mathew
- Dr. Luke Mathewson
- Dr. Ajin Joseph
- Dr. Baha Chacko
- Fr. George Pambanarad
- Dr. Sully
- Prof. M. J. Joseph

15.12.2020

Governing Body meeting P.K.M. College of Education and P.K.M. College Rajapuram  
 Venue - Sranganam Bishop's House  
 Date - 15.12.2020. 5-30 P.M.

Governing Body meeting started at 5.30 PM with a prayer led by Fr. George Pambanarad. The meeting was presided over by the Chairperson Mr. Joseph Pambanarad. Fr. John Andrews welcomed the members and Secretary presented the previous meeting report and it was passed.

The Chair person briefed the details of the agenda. The following resolutions were taken

1. Receipt analysis of both colleges - by the principals
2. Submission of the colleges
3. Submission of data during session.
4. Evaluation of the effectiveness of the Online classes
5. N.A.C. - Remedial programme of colleges
6. R.A.C. - Activities of both colleges
7. Share the approval of the appointments
8. Appointments to be made
9. New Education policy of the Council of India
10. Formation of Section - Study Group

These items and objectives of the 2 budgets were passed. The above agenda were discussed by Principals - Dr. Sully Thomas of P.K.M. College Rajapuram and Dr. Sully N.C. of P.K.M. College of Education - Rajapuram. N.A.C. question, R.A.C. program, etc. The Governing body members shared their views regarding the above agenda.

Fr. Jose Madhug, pro-manager explained about the appointment made in St. Pius 5<sup>th</sup> college Rajapuram.

Also Fr. Pro-manager mentioned about the process of the new Principals appointment.

He also discussed about the new courses at St. Pius 5<sup>th</sup> college, which to be applied and started by next academic year. I.e. B.A English Creative writing and B.Sc life science (Zoology) Computational Biology with microbiology and Computer Science Complementary Subject Education Commission Chairman

Concluded the meeting with his views regarding the above discussed agenda regarding about the new courses to be proposed and applied in Rajapuram College.

- Thanks and meeting concluded with a prayer by Fr. Pro-manager
1. Fr. Jose Madhug
  2. Fr. Luke Padmanabhan
  3. Dr. Jassy D.C.
  4. Dr. Prasad Kumar
  5. Prof. M.C. James
  6. Biju Joseph
  7. Dr. P. Chacko
  8. Dr. George Padmanabhan
  9. Dr. George
  10. Prof. U.T. Joseph

Governing Body meeting of St. Pius 5<sup>th</sup> College Rajapuram and P.T.O. College of Education, Vadampuzha

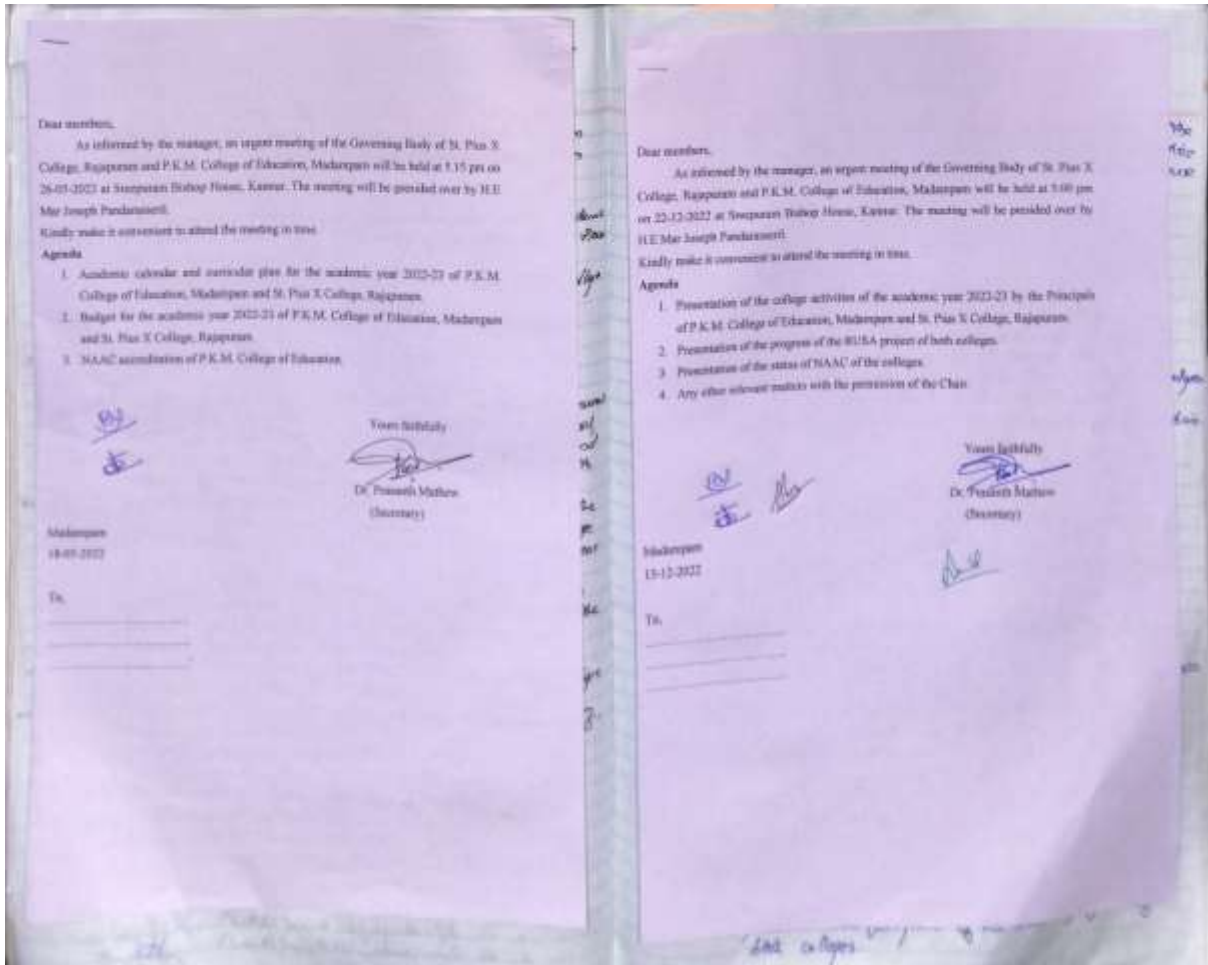
Venue - Sreepavan Bishop's House Kanner  
Date - 10.11.2020 at 3PM

The Governing Body meeting started at 3PM with a prayer led by Sr. Jassy D.C. Principal P.T.O. college Vadampuzha. The meeting was presided by the Chairman Mr. Joseph Padmanabhan. Fr. Jose Madhug pro-manager welcomed the members. Secretary presented report of the previous meeting and it was passed unanimously.

As per the agenda, the chairman briefed the details of the selection committee for the appointment of new Principal in St. Pius 5<sup>th</sup> College Rajapuram according to the guidelines of UGC. The following panel of persons were presented and it was unanimously passed.

The proposed selection committee panel-persons are as follows:

1. Chairman  
Mr. Joseph Padmanabhan, manager.
2. Two members of the Governing Body
  - a. Dr. Jose James (former Rajapuram P.T.O. Chairman)
  - b. Fr. Jose Madhug (Pro-manager)
3. Two members of the UGC education
  - a. Prof. Prathapachandran Kump (Dean, Central University of Kerala)
  - b. Dr. A.P. Anand, Professor, St. Pius 5<sup>th</sup> College Rajapuram
  - c. Dr. S.K. Mathan, P.T.O. Vadampuzha



Minutes of the meeting of the Governing body held on 2022 May 26 at Superior Bishop house, Kavaratti 5.15 pm.

Agenda

1. Academic Calendar and Curriculum plan for the academic year 2022-23 of P.K.M. College of Education and St. Peter's X College, Kavaratti.
2. Budget for the academic year 2022-23 of P.K.M. College of Education and St. Peter's X College.
3. NAAC accreditation of P.K.M. College of Education.

Proceedings and Decisions

The meeting was presided over by Mr. Joseph Bandaruwa. Dr. Daisy M.C., Principal, P.K.M. College and Dr. John Joseph, Vice Principal, Superior College presented the academic calendar and curriculum plan for the academic year 2022-23 of both colleges for the approval of the Governing body.

After hearing discussions, Governing body approved the academic calendar and curriculum plan of P.K.M. College of Education and St. Peter's X College for the academic year 2022-23.

Dr. Rosalia Mathew, Vice Principal, P.K.M. College and Dr. Asha Chitra, Vice Principal, Superior presented the budget for the academic year 2022-23 of both colleges. Governing body approved the budget after discussion.

Regarding the NAAC accreditation (3rd cycle) of P.K.M. College of Education steps have to be taken on urgent basis. The meeting was held on and by 6 pm.

Members Present

1. Mr. Joseph Bandaruwa
2. Dr. Daisy M.C., Principal P.K.M.
3. Dr. Rosalia Mathew, Vice Principal P.K.M.
4. Dr. John Joseph, Vice Principal, Superior
5. Dr. Asha Chitra, Vice Principal, Superior

Minutes of the meeting of the Governing Body of the St. Peter's X College, Kavaratti and P.K.M. College of Education, Madampara held on 22-12-2022 at Superior Bishop house Kavaratti.

Agenda

- Prayer.
- Report presentation.
- Residential Activities by Chairman.
- Resolution of the college students of the academic year 2022-2023 by Principal - St. Peter's X College and Principal - P.K.M. College of Education.
- Resolution of the progress of the NAAC project of St. Peter's X College.
- Resolution of the status of NAAC of both colleges.
- Any other relevant matter within the purview of the chair.

Proceedings

The meeting started by 5.15 pm with a short prayer.

The report of the previous meeting was presented by Dr. Rosalia Mathew, Secretary.

Mr. Joseph Bandaruwa presided over the meeting and introduced the newly elected members of the reconstituted Governing body for the year 2022-23.

Dr. Rosalia, M.D., Principal, St. Peter's X College presented the college activities of St. Peter's X College for the last academic year 2022-23.

Dr. Daisy M.C., Principal, P.K.M. College presented the college activities of P.K.M. College of Education for the last academic year 2022-23.

Dr. Rosalia Mathew, Vice Principal, P.K.M. College and Dr. Asha Chitra, Vice Principal, St. Peter's X College presented the progress of the NAAC project of both colleges.

Minutes of the meeting of the Governing body held on 20.12.2022 at Superior Bishop house, Kavaratti from 5.15 pm.

- Agenda
1. Academic Calendar and Curricular plans for the academic year 2022-23 of P.K.M. College of Education and St. Peter's X College, Kavaratti.
  2. Budget for the academic year 2022-23 of P.K.M. College of Education and St. Peter's X College.
  3. NAAC accreditation of P.K.M. College of Education.

Proceedings and Decisions

The meeting was presided over by Mr. Joseph Bandaruwa, P.K.M. College, Kavaratti and Dr. Raju Joseph, Vice Principal, Superior College, presented the academic calendar and curricular plans for the academic year 2022-23 of both colleges for the approval of the Governing body. After hearing deliberations, Governing body approved the academic calendar and curricular plans of P.K.M. College of Education and St. Peter's X College for the academic year 2022-23.

Dr. Ramesh Mathew, Vice Principal, P.K.M. College and Dr. Asha Chitra, Vice Principal, Superior, presented the budget for the academic year 2022-23 of both colleges. Governing body approved the budget after discussion.

Regarding the NAAC accreditation (3rd cycle) of P.K.M. College of Education, steps have to be taken on urgent basis. S.I.R. procedure has to be done in this academic year itself.

The meeting came to an end by 6 pm.

- Members Present
1. Mr. Joseph Bandaruwa
  2. Dr. Remy M.C. Raju
  3. Dr. Ramesh Mathew
  4. Dr. Raju Joseph
  5. Dr. Asha Chitra

Minutes of the meeting of the Governing Body of the St. Peter's X College, Kavaratti and P.K.M. College of Education, Kavaratti held on 22.12.2022 at Superior Bishop house from 5 PM.

Agenda

- Prayer
- Report presentation
- Residential Activities by Chairman
- Resolution of the college students of the academic year 2022-2023 by Principal - St. Peter's X College and Principal - P.K.M. College of Education
- Presentation of the progress of the NAAC project of St. Peter's X College
- Resolution of the status of NAAC of both colleges
- Any other relevant matters within the purview of the chair

Proceedings

The meeting started by 5.15 pm with a short prayer.

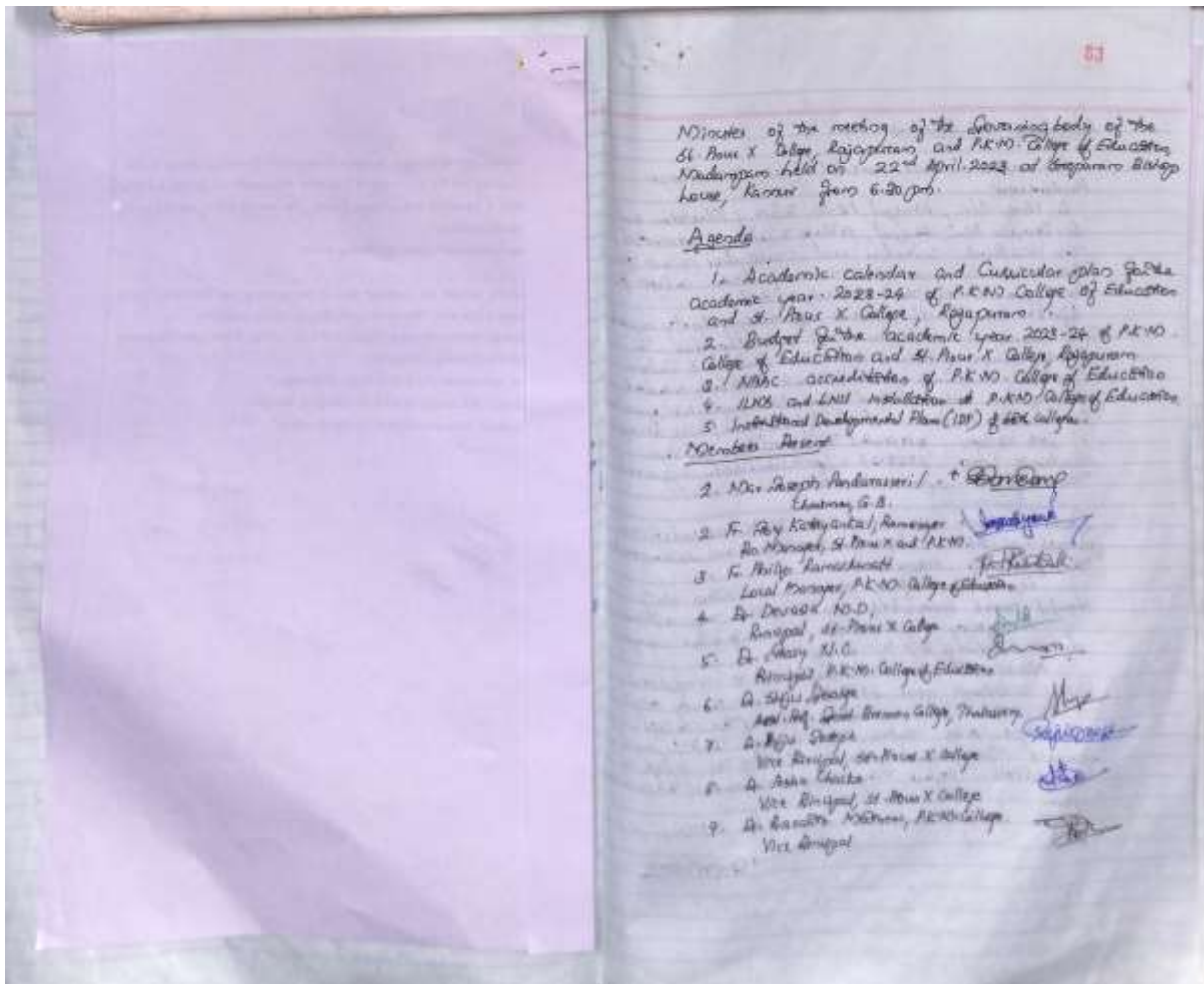
The report of the previous meeting was presented by Dr. Ramesh Mathew, Secretary.

Mr. Joseph Bandaruwa presided over the meeting and introduced the newly added members of the reconstituted Governing body. He offered prayers for all.

Dr. Remy M.C. Raju - St. Peter's X College presented the budget details of St. Peter's X College for the last academic year 2022-23.

Dr. Remy M.C. Raju - P.K.M. College presented the college details of P.K.M. College of Education of the last academic year 2022-23.

Dr. Ramesh Mathew, Vice Principal, P.K.M. College and Dr. Asha Chitra, Vice Principal, St. Peter's X College presented the progress of the NAAC project of both colleges.



Proceedings and Decisions

The meeting was presided over by Rev Joseph Pundariseri.  
Dr. Jessy N.C., Principal, P.K.V. College of Education and Dr. Devika M.D., Principal, St. Paul's College presented the academic calendar and curricular plans for the academic year 2023-24 of both colleges for the approval of the governing body.  
After having discussions, governing body approved the academic calendar and curricular plans of P.K.V. College of Education and St. Paul's College for the academic year 2023-24. The body considered the proposal to create Instructional Design and Multimedia UGC equivalent Dr. Pundariseri, M.Ed and Dr. Riju Joseph, Vice Principal of both colleges presented the budgets for the academic year 2023-24. Governing body approved the budgets after discussions.

Governing body discussed the NAAC accreditation process of P.K.V. college of education and recommended the following suggestions:  
Designated members and other staff should work intensively for the 55% preparation. Necessary steps to be taken for the campus development of P.K.V. college.  
NAAC self cycle accreditation to be completed 15th academic year 2023-24 and necessary steps to be taken from all the parts of the college.  
Steps to be taken to install LMS and Learning Management Systems at P.K.V. College of Education before the commencement of the academic year.  
The meeting came to an end by 8:15.

*(Signature)*

Dear members,

As informed by the manager, an urgent meeting of the Governing Body of St. Paul's College, Rajapuram and P.K.V. College of Education, Madhavaram will be held at 7:00 pm on 20-05-2023 at Sreeparam Bishop House, Kattur. The meeting will be presided over by H.E. Mar Joseph Pundariseri.

Kindly make it convenient to attend the meeting in time.

Agenda

1. Appointment of the UGC Liaison of P.K.V. College of Education, Madhavaram.
2. Any other matter with the permission of the Chair.

*(Handwritten initials)*

Yours faithfully

*(Signature)*  
Dr. Pundariseri  
(Secretary)

Madhavaram

20-05-2023

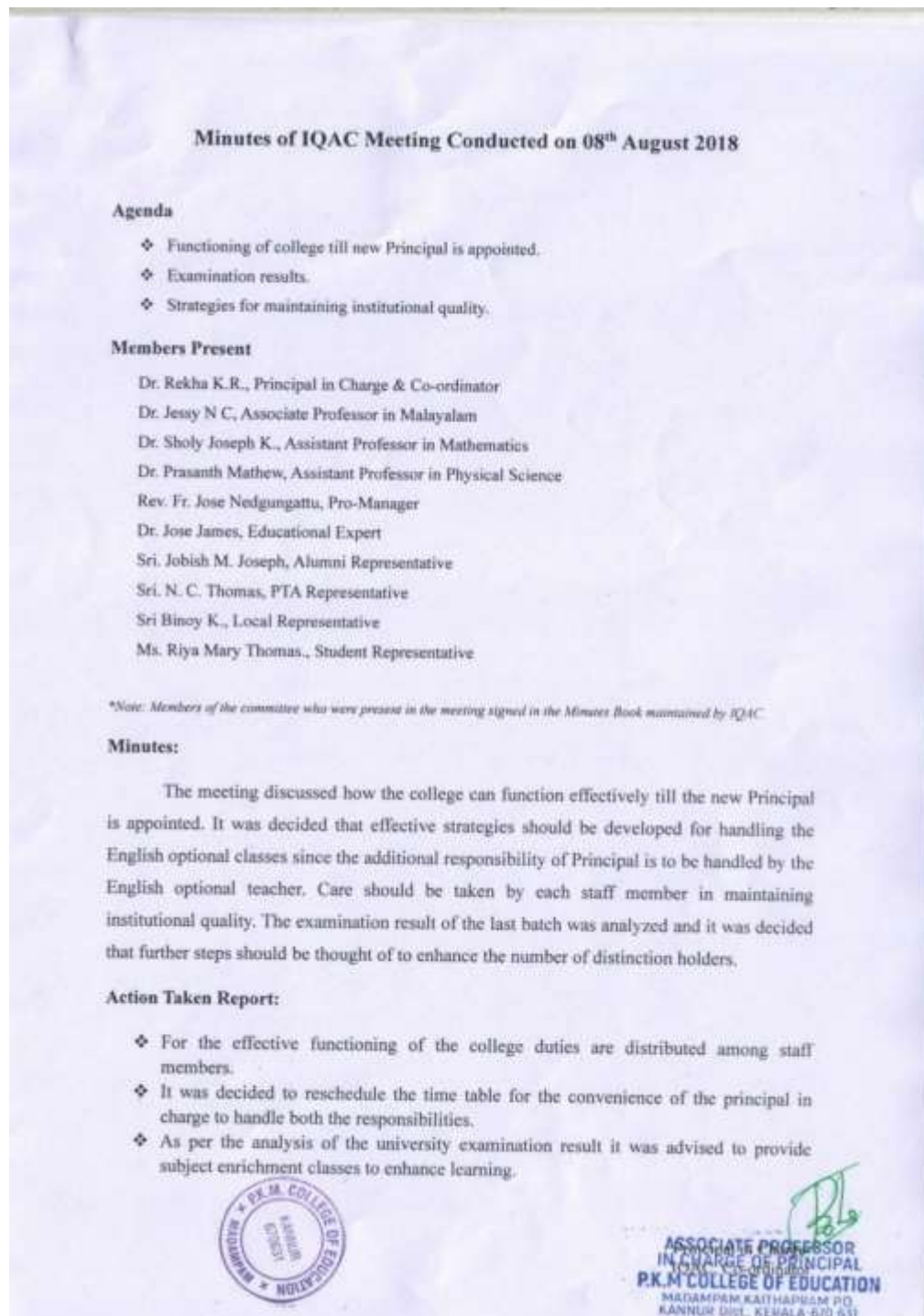
To,

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## IQAC Minutes



## Minutes of IQAC Meeting Conducted on 04<sup>th</sup> January 2019

### Agenda:

- ❖ New leadership - Institutional strengthening
- ❖ New administrative strengthening - Vice Principal
- ❖ Review of the academic year & future plan.

### Members Present

Dr. Jessy N C, Principal  
Dr. Rekha K.R., Co-ordinator  
Dr. Sholy Joseph K., Assistant Professor in Mathematics  
Dr. Prasanth Mathew, Assistant Professor in Physical Science  
Rev. Fr. Jose Nedgungattu, Pro-Manager  
Sri. Jobish M. Joseph, Alumni Representative  
Sri. N. C. Thomas, PTA Representative  
Sri Binoy K., Local Representative  
Sri. Nithin Jose. Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

### Minutes

The meeting appreciated Dr. Jessy N.C. for assuming the chair of the Principal. The meeting hoped to have strengthening of the institution under the new leadership.

The meeting also expressed the joy over having set up a new administrative position by establishing the post of Vice-Principal. Dr. Prasanth Mathew was appreciated for occupying the newly set up administrative position.

The meeting exhorted the members to set up future plans to minimize the short comings occurred in the working of the institution. It was decided to prepare the draft calendar before the closing for summer vacation.

### Action Taken Report

- ❖ As a part of strengthening the administration, it is decided to give more training programmes for the staff.
- ❖ It is intimated the members to setup future plans as a part of Jubilee year celebration.
- ❖ The duty of academic calendar preparation was handed over to calendar committee.

  
IQAC, Co-ordinator



  
Principal  
PK.M COLLEGE OF EDUCATION

## Minutes of IQAC Meeting Conducted on 17-06-2019

**Time: 02:30 PM**

**Venue: Principal's Chamber**

### Agenda:

- Review the activities of the college during the previous academic year 2018-19.
- Analyse the functioning of the IQAC committees of 2018-19.
- Result analysis of 2018-19 Batch.
- Admission 2019-20
- Submission of Pending AQARs.
- Plans of the institution for the current academic year.

### Members Present

Dr. Jessy N.C., Principal  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R., Co-ordinator  
Dr. Veena Appukuttan, Assistant Professor in Social Science  
Dr. Sinoj Joseph, Assistant Professor in Physical Education  
Minimol Simon, Office Superintendent  
Sri. John P.T., College Librarian  
Rev. Fr. Jose Nedgungattu, Pro-Manager  
Dr. Jose James, Educational Expert  
Sri. Jobish M. Joseph, Alumni Representative  
Sri.K.J. Chacko, PTA Representative  
Sri Binoy K., Local Representative  
Sri. Nithin Jose, Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

### Minutes

- The overall academic activities and program of the students during previous academic year was reviewed. It is decided to organise more outreach - community oriented programmes in the coming years.
- The IQAC evaluated the functioning of IQAC committees during the last academic year. For the smooth functioning of IQAC fair distribution of work is emphasized. All the committees should work together to reach the goal.
- Result analysis of 2018-19 Batch was done. IQAC appreciated the faculty and students for their remarkable performance.

  
IQAC, Co-ordinator



  
PRINCIPAL  
P.K.M. COL. Principal EDUCATION  
P.O. MADRASAMPAM-470631  
KANNUR

- It is decided to conduct the admission process in a more transparent way. For the smooth conduct of the admission process an admission committee was formed under IQAC.
- The IQAC reminded about the submission of pending AQARs at the earliest and intimated to take necessary measures for the same.
- Plans for the current academic year was discussed. It is decided to organize more outreach activities during current year.

**Action Taken Report:**

- As a part of Jubilee year celebration, a plan was prepared for outreach and extension activities.
- As per the evaluation some committees are reconstituted by IQAC
- It is decided to appreciate the students in PTA general body meeting.
- For maintaining the transparency in admission process one faculty member was appointed as the nodal officer.
- Distributed the criterion wise AQAR works
- Decided to organize more outreach activities based on UN-SDGs as a part of Jubilee year celebration.



IQAC, Co-ordinator




PRINCIPAL  
P.K.M COLLEGE OF EDUCATION  
P.O. MADAWANAH-570631  
KANHUR

## Minutes of IQAC Meeting Conducted on 04-10-2019

**Time:** 02:30 PM

**Venue:** Principal's Chamber

### Agenda:

- > Review the progress of pending AQAR works.
- > Capacity Enhancement workshop for Teaching and Non-Teaching staff.
- > Review of academic activities of the completed semester.
- > Academic audits and related matters.
- > Review the functioning of IQAC.

### Members Present

Dr. Jessy N.C., Principal  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R., Co-ordinator  
Dr. Veena Appukkuttan, Assistant Professor in Social Science  
Dr. Sinoj Joseph, Assistant Professor in Physical Education  
Minimol Simon, Office Superintendent  
Sri. John P.T., College Librarian  
Rev. Fr. Jose Nedgungattu, Pro-Manager  
Sri.K.J. Chacko, PTA Representative  
Sri Binoy K., Local Representative  
Ms. Sivakeerthana Dinesh, Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

### Minutes

- > Updates were taken on criterion wise data sent by the faculties for the completion of AQARs. Progress and issues regarding AQAR preparation was discussed and suggestions were provided.
- > It is decided to organize a one week Capacity Enhancement workshop in the month of October to make all staffs - both Teaching and Non-Teaching updated.
- > IQAC analyzed the academic activities of the completed semester and suggested measures to conduct academic programmes in a systematic and organized way with proper documentation works.
- > To work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities on regular basis, IQAC decided to conduct internal audits at the end of the academic year.
- > Reviewed the reports of different committees of the college and suggested parameters for various academic, research and extension activities as per NAAC guidelines.

  
IQAC, Co-ordinator



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
P.O. MADAMPAM-670631  
KANNUR

**Action Taken Report:**

- Prepared AQAR data were merged to the AQAR format for uploading
- Organised a capacity training programme for Non-teaching staff in association with IQAC and PKM Staff Association.
- For the effective documentation process a Programme Abstract(Draft format) format was prepared.
- Decided to the conduct the AAA at the end of March.
- Prepared Plan to implement activities as per NAAC guidelines.

  
IQAC, Co-ordinator



  
PRINCIPAL  
P.K.M COLLEGE OF EDUCATION  
P.O. MADAMPAM-670631  
KANNUR

## Minutes of IQAC Meeting Conducted on 05-03-2020

**Time: 02:30 PM**

**Venue: Principal's Chamber**

### Agenda:

- Analysis of the overall academic activities of the college during the academic year.
- Academic calendar preparation for the year 2020-21.
- Plans for administrative audit - stock verification.
- Student feedback.
- Student placement and career guidance activities.

### Members Present

Dr. Jessy N.C., Principal  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R., Co-ordinator  
Dr. Veena Appukuttan, Assistant Professor in Social Science  
Dr. Sinoj Joseph, Assistant Professor in Physical Education  
Minimol Simon, Office Superintendent  
Rev. Fr. Jose Nedgungattu, Pro-Manager  
Sri. Jobish M. Joseph, Alumni Representative  
Sri.K.J. Chacko, PTA Representative  
Ms. Sivakeerthana Dinesh, Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

### Minutes

- The overall academic activities and programs of the current year was reviewed. Discussed some hectic measures to revise the full syllabus to give proper academic support for the upcoming university examinations.
- The outline of the next year academic calendar was discussed. The meeting decided to start the works of the academic calendar and to finalize it in the 1<sup>st</sup> staff council meeting in the first week of June 2020.
- The meeting decided to complete stock verification before college closes for summer holidays. The faculty in charge of each departments and labs were responsible for stock verification.
- Discussed about existing student feedback system and suggested some updations.

  
IQAC, Co-ordinator



  
PRINCIPAL  
PK.M COLLEGE OF EDUCATION  
P.O. MADAMPAM-670621  
KANNUR

**Action Taken Report:**

- Analysis of all the academic activities are done and report was given to the principal for preparation of annual report.
- Intimated all mentors to provide academic support to students for their examinations.
- Submitted the draft academic calendar for the verification
- Completed stock verification and updated the stock register.
- Decided to collect student feedback in online mode.



IQAC, Co-ordinator



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
P.O. MADAMPAM-670631  
KANNUR

### Minutes of the meeting of IQAC held on 16-06-2020

Date: 16-06-2020

Time: 2.00 pm

Venue: Principal's chamber

#### Agenda

- ❖ Analyze the minutes of the previous meeting of IQAC.
- ❖ Review of the activities and achievements of the college during the previous academic year 2019-20.
- ❖ Evaluate the functioning of various IQAC committees.
- ❖ AQAR preparations and submissions
- ❖ Finalization of academic calendar.
- ❖ Plan of the institutions for the current academic year.
- ❖ Discuss institutions social responsibility during COVID-19 period.

#### Members Present

Dr. Jessy N. C., Principal  
Dr. Rekha K.R. - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Veena Appukuttan, Assistant Professor in Social Science  
Dr. Sinoj Joseph, Assistant Professor in Physical Education  
Minimol Simon, Office Superintendent  
Sri.K.J. Chacko, PTA Representative  
Sri Binoy K., Local Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- > IQAC coordinator welcomed all to the meeting and presented the events and initiatives undertaken by the college after the last IQAC meeting.
- > The overall academic activities and programs of the college during the previous academic year was reviewed. It is decided to organize more outreach community centered programmes in the coming year.
- > The meeting evaluated the functioning of IQAC committees. It was decided to organize more academic and other extension activities to meet the requirement of the college in the SSR preparation and for the next NAAC visit.



IQAC, Co-Ordinator



Principal  
P.K.M COLLEGE OF EDUCATION  
P.O. MADAMPAM-670631  
KANNUR

- IQAC has submitted all the AQAR till date and decided to start the preparations of AQAR for the year 2020-21 . The responsibility of preparing the criterion wise reports was divided among the faculty members.
  - The academic calendar which was discussed in the last IQAC meeting was finalized and arrangements for getting it are published.
  - Considering the responsibility of PKM to overcome the pandemic situation, the COVID intervention activities of the college for the current year in association with PKM staff association and in collaboration with other agencies are finalized in the meeting.
  - During this crisis period the IQAC decided to give counseling and support under the guidance of each faculty.
  - The college has taken the initiative of organizing more ICT training programmes to make the teachers and students competent in dealing with online classes.
  - Discussed the social responsibility of the institution during the pandemic and planned the current year activities accordingly.
- The meeting came to an end by 4.30 pm.

#### Action Taken Report

- ❖ It is decided to continue UN-SDGs in institutional activities which was implemented as a part of jubilee year celebration.
- ❖ In the context of COVID pandemic it is decided to focus on health care and sanitation activities.
- ❖ Focused more on criterion wise extension activities on a monthly basis.
- ❖ Submitted pending AQAR's and collected data for 2020-21 AQAR.
- ❖ Finalised Academic Calendar.
- ❖ Inaugurated the COVID intervention programme 'OPPAM'.
- ❖ As a part of mentoring, stress relief tasks are given to students and staff.
- ❖ Organised ICT Training programmes to make teachers and students competent in handling blended classes.

  
IQAC, Co-Ordinator



  
Principal  
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## Minutes of the meeting of IQAC held on 13-10-2020

Date: 13-10-2020

Time: 2.00 pm

Venue: Principal's chamber

### Agenda

- Analyze the minutes of previous meeting of IQAC held on 16-06-2020
- Evaluate the quality enhancement measures undertaken by the IQAC from June to September
- IQAC quality initiatives for the next quarter (September to December 2020)
- Review of academic activities and results of the completed semester and action plan for improvement.
- Review the quality initiatives by IQAC and college
- Review of the progress of AQAR works
- Webinar and workshops for students and faculty members.
- Academic activity and related matters
- Review the functioning of IQAC

### Member Present

Dr. Jessy N. C., Principal  
Dr. Rekha K.R. - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Veena Appukuttan, Assistant Professor in Social Science  
Dr. Sinoj Joseph, Assistant Professor in Physical Education  
Minimol Simon, Office Superintendent  
Rev.Fr. Jose Nedungattu, Pro Manager  
Nithin Nangoth, Alumni Representative  
Sri Binoy K., Local Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

### Minutes

IQAC coordinator welcomed all to the meeting

- The overall academic activities and programmes were analyzed in tune with the previous IQAC meeting. Also analyzed the need for innovations and inventions in the field of education for development of the college.
- Analyze the quality initiatives by IQAC from June to September and also analyzed the action plan for improvement.



IQAC, Co-Ordinator



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- Review the previous IQAC meeting held on 16-06-2020, suggestions given and status of compliance.
- Reviewed the academic activities and the progress of online teaching.
- In order to practice the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities on regular basis IQAC decided to conduct internal audits at the end of the academic year
- IQAC reviewed the report of different committees of the college and suggested parameter for various academic, research and extensions activities as per NAAC guidelines.
- Even in the midst of pandemic and overcoming the limitations, the IQAC planned inductive program and bridge course for one week duration just after the admission of 1<sup>st</sup> year students.
- Resources and infrastructure requirements as per new NCTE guidelines were analyzed and found that college has all necessary resources and infrastructure as per new NCTE norms.

#### Action Taken Report

- ◆ Analysed the activities and promoted innovation through academic collaborations.
- ◆ Make necessary changes in the curricular plan as per the feedback.
- ◆ The college under the guidance of IQAC took the initiative of conducting the teaching learning progress during the pandemic period through LMS platform - Teams and other online platforms.
- ◆ It is decided to conduct audits at the end of February.
- ◆ The responsibility of conducting student induction programme for the year 2020-21 is given to Dr. Prasanth Mathew.
- ◆ Updated the institutional requirement as per the NCTE norms.

  
IQAC, Co-Ordinator



  
Principal  
PRINCIPAL  
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### Minutes of the meeting of IQAC held on 12-03-2021

Date: 12-03-2021

Time: 3.00 pm

Venue: Principal's chamber

#### Agenda

- ❖ Review the progress of AQAR works and SSR preparation.
- ❖ Review of the previous IQAC meeting held on 13-10-2020 suggestions given and status of the work done
- ❖ Analyze the current status and prospective plan of PKM.
- ❖ Possibilities of external and internal audit by proper authorities
- ❖ Result analysis
- ❖ Review the placement of students
- ❖ Student feedback
- ❖ Academic calendar preparation for the next academic year

#### Members Present

Dr. Jessy N. C., Principal (Chairperson)  
Dr. Rekha K.R. - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Veena Appukuttan, Assistant Professor in Social Science  
Dr. Sinoj Joseph, Assistant Professor in Physical Education  
Minimol Simon, Office Superintendent  
Rev.Fr. Jose Nedungattu, Pro Manager  
Nithin Nangoth, Alumni Representative  
Sri. Jenardanan K J, PTA Representative  
Sri Binoy K., Local Representative  
Sayooj V V., Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- AQAR work is progressing as per NAAC new guidelines for teacher education colleges..
- Reviewed the previous IQAC meeting held on 13-10-2020 evaluated the plan and implementation of the activities till date
- Evaluated the functioning of IQAC committees of current academic year for the smooth functioning of the college. Fair distributions of work and a joint effort in needed for quality initiatives.



IQAC, Co-Ordinator



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- Academic result and other programs organized during the present year in all semesters were analyzed. The college is satisfied with the performance of the students and planned some strategies for improvement in the coming years.
- Reviewed placement of students and support in the career services. Evaluated the activities of the placement cell.
- Decided to conduct a satisfaction survey and other feedback system for the current year. IQAC made arrangements for its review and evaluation and suggested some updations.
- The outline format of the academic calendar for next year prepared incorporating all the plans for the next academic year.
- The meeting decided to complete stock verification before college close for summer holidays. The faculty in charge of each department and labs were responsible for stock verification.

#### Action Taken Report

- ❖ Discussed the plan for SSR preparation and responsibilities were assigned accordingly.
- ❖ IQAC formed COVID-19 committee and Help desk. COVID intervention activities were planned accordingly.
- ❖ It is decided to promote self study courses among students.
- ❖ Scheduled Career guidance and motivation classes for the students.
- ❖ Conducted Satisfaction Survey and Feedback through online mode.
- ❖ Prepared the first draft of academic calendar -2021-22
- ❖ Stock Verification was completed.

  
IQAC, Co-Ordinator



  
Principal  
PRINCIPAL  
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### Minutes of the IQAC meeting held on 03-06-2021

Date: 03-06-2021  
Time: 2.00 pm  
Venue: IQAC Room

#### Agenda:-

- Review the minutes of the previous IQAC meeting held on 16-03-2021.
- AQAR completion and submission
- Updation of college website.
- Academic and administrative audit (2020-21).
- New academic year plan
- IQAC initiatives for the academic year.
- Review of programme of action of academic, outreach and extension activities for the academic year 2020-21.
- Value added courses for the year.
- Yoga training programme for both staff and students.
- Finalization of academic calendar
- Discuss institution's social responsibility during covid-19 period.
- Evaluation of feedback from stakeholders.
- Strategic plan based on New Education Policy.

#### Members Present

Dr. Jessy N C – Principal  
Dr. Veena Appukuttan - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R. – Associate Professor in English  
Dr. Sinoj Joseph- Assistant Professor in Physical Education  
Minimol Simon - Office Superintendent  
Rev.Fr. Jose Nedungattu-Pro Manager  
Sri. Jenardanan K J, PTA Representative  
Sri Biju Puthussery., Local representative  
Sri. Sayooj V V., Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- Meeting reviewed the minutes and Action Taken Report of the previous IQAC meeting held on 16-03-2021. IQAC is able to carry out majority of the planned programmes and suggested measures to complete the rest.

  
IQAC, Co-ordinator



  
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- Committee analyzed the progress of the preparation of AQAR 2020-21. Works are assigned to the criteria in charge teachers and copies of the AQAR format are given.
- It is decided to update the college website. All the faculty members are informed to update their staff profile and department reports.
- All the staff members are informed about the academic and administrative audit. They are also informed to submit their department wise activity report of 2020-21 and curricular plan for the current year to the IQAC.
- Meeting planned the curricular and other extension activities for the current academic year. The activities were prioritized as per NAAC guidelines and institutional values.
- Committee reviewed the programme of action of academic outreach and extension activities of last year and gave suggestions for improvement.
- Committee analysed the conduct of the value added/add on courses. IQAC is satisfied with the way of its conduct. The meeting proposed value added course in association with Red's media, a digital platform.
- In connection with the observance of the forthcoming International Yoga day, it is decided to organize a yoga training programme for both staff and students.
- The draft of the academic calendar, which was discussed in the last staff council was finalized in the meeting.
- Institution considered the measures to overcome the challenges of current COVID-19 period as institutional social responsibility. It is decided to carry out some public welfare programmes by the college in collaboration with staff association and IQAC.
- IQAC planned some measures for the systematic evaluation of previous years' feedback from stakeholders.
- Discussed the strategic plan based on NEP.

#### Action Taken Report

- College website is updated with necessary documents, staff profiles were updated in June itself. All major programmes reports and schedules of the upcoming programmes were uploaded in the website.
- Verified the academic and administrative reports of each department and gave feedback and suggestions.
- Curricular plan of each departments were submitted to the IQAC.
- Current year academic planning was finalized and IQAC scheduled the programmes in accordance with NAAC guidelines and priorities.
- Reviewed all the programme and activities and IQAC provided suggestions for improvement.
- More value-added courses were introduced.
- Provided yoga classes for staff and students.
- 'Oppam'-COVID-19 initiatives were planned and project was inaugurated by the MLA Sri.Sajeev Joseph.
- Previous years' feedbacks were evaluated and necessary actions were taken.
- Printed and distributed the academic calendar.
- Prepared Strategic plan incorporating the essence of NEP.

  
IQAC, Co-ordinator



  
Principal  
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### Minutes of the IQAC meeting held on 07-10-2021

Date: 07-10-2021  
Time: 3.00 pm  
Venue: IQAC Room

#### Agenda:-

- Status of AQAR preparation works.
- Mid semester evaluation plans.
- Evaluation of programme of action of each department
- Evaluation of outreach and extension activities.
- Evaluate the quality initiatives undertaken by IQAC from June to September.
- Action plan discussion for the quality initiatives of the next quarter (September to December 2021)
- Review of the academic results and other achievements and proposed action plan.
- Capacity building initiatives for both staff and students.
- Discussion on routine academic activities and related matters.
- Review of the functioning of IQAC committees.
- Effectiveness of online learning.

#### Members Present

Dr. Jessy N C – Principal  
Dr. Veena Appukkuttan - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R. – Associate Professor in English  
Dr. Sinoj Joseph- Assistant Professor in Physical Education  
Minimol Simon - Office Superintendent  
Rev. Fr. Jose Nedungattu-Pro Manager  
Sri. Jenardanan K J, PTA Representative  
Sri Biju Puthussery., Local representative  
Sri. Sayooj V V., Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- Meeting reviewed the AQAR work progress. Staff in charge of each criteria updated their work progress. Teachers are intimated to complete the work.
- Meeting discussed the plans for mid-semester evaluation. It is decided to make changes in the curricular plan as per mid-semester evaluation.
- IQAC evaluated the programme of action of each department and provided proper feedback.

  
IQAC, Co-ordinator



  
Principal  
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- Meeting evaluated the organization of outreach and extension activities. IQAC shared the importance of more outreach activities to meet the challenges of COVID-19 pandemic.
- Meeting analysed the quality initiatives carried out by IQAC from June to September. All are satisfied with the activities of the college during the period.
- IQAC initiatives for the next term from September to December 2022 was discussed. Workshops and training programmes are planned as per the NAAC guidelines.
- Academic and non-academic achievements of the students were analysed. The meeting decided to give the students more opportunities to participate in competitive exam. The proposed action plan targeted 100% pass in qualitative exam like NET, SET, KTET, CTET etc.
- It is decided to conduct more capacity building initiatives and welfare measures for the staff members. As part of it a staff training programme was scheduled before December 2022.
- It is decided to organize the routine academic and other extra activities as per the prepared academic calendar.
- Meeting received the functioning of the IQAC committee. The committee like vigilance, anti ragging, anti harassment committee, anti drug committee has more responsibilities. The meeting reminded them about it.
- IQAC evaluated the online learning and is satisfied with the online learning platform used by college for both academic and other activities.

#### Action Taken Report

- Criterion wise AQAR was submitted by the teachers. Corrections were done by the IQAC.
- Mid semester evaluation plan was prepared. Made changes in curricular plan of the next semester as per the evaluation.
- Feedback was given to each department based on their curricular plan and programme of action.
- Prepared a schedule for activities of the second term from September onwards to meet the challenges of COVID-19 and also prepared the list of activities to be organized by IQAC.
- Strengthened the functioning of IQAC committees.
- Organized all the routine activities as per the academic calendar.

  
IQAC, Co-ordinator



  
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### Minutes of the IQAC meeting held on 15-03-2022

Date: 15-03-2022  
Time: 2.30 pm  
Venue: IQAC Room

#### Agenda: -

- Review the minutes of the previous IQAC meeting held on 07-10-2021 and analyse the action taken report and status of work done.
- Institutional achievements during the period.
- AQAR finalization and submission.
- Quality enhancement measures and future plan of IQAC.
- SSR preparation
- Reporting of activities from September to December.
- Result analysis of the previous semester.
- Plan for the activities of the placement cell.
- Student feedback analysis.
- Evaluation of the quality initiatives of IQAC during the year.
- Upgradation of IT infrastructure and installation of ILMS and LMS.
- Strategic plan for the year 2022-23.
- Staff welfare programmes especially a faculty development programme.
- Recommendation to avail seed money for research.
- Value added courses.

#### Members Present

Dr. Jessy N C – Principal  
Dr. Veena Appukkuttan - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Sinoj Joseph- Assistant Professor in Physical Education  
Minimol Simon - Office Superintendent  
Rev.Fr. Jose Nedungattu-Pro Manager  
Sri. Jenardanan K J, PTA Representative  
Sri Biju Puthussery., Local representative  
Sri. Hrishikesh Babu M C., Student Representative


*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- Meeting reviewed the minutes and action taken report of the previous IQAC meeting held on 07-10-2021.
- Institutional achievements during 2021-22 were analysed. The meeting decided to implement more quality initiatives during the coming academic year.
- It is decided to complete the AQAR at the earliest. Members are asked to complete the allotted work and mail it to the IQAC, email before the closing. To make the data

  
IQAC, Co-ordinator



  
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collection from each department easier. IQAC has decided to send the template to the teachers in charge of each department and they are requested to submit it at the end of each semester.

- Future plans of IQAC were discussed. It is decided to implement more quality measures to prepare for the NAAC visit at the earliest.
- After the completion of the AQAR it is decided to start the work of SSR. Meeting prepared and finalised a schedule for SSR preparation.
- Each faculty incharge summarized the activities conducted from June. Analysed the strength and weakness of the programmes.
- Previous semester result analysis was done. Faculty in charge presented the report meeting and appreciated the staff for the outstanding results.
- It is decided to strengthen the activities of the placement cell. It is planned to have a campus interview for the students in March.
- Meeting evaluated the activities of IQAC and decided to implement more quality initiatives in the next academic year.
- It is the need of the hour to have IT Infrastructure updation. The meeting recommended the installation of ILMS and LMS from the next academic year.
- It is decided to organize more welfare programmes for the staff like training programmes and faculty development programmes.
- IQAC recommended the staff members to avail seed money for the research purposes.
- It is decided to implement more value added courses in the next academic year to make the students more competent.

#### Action Taken Report

- Minutes of the last IQAC meeting was approved by the members.
- Next academic year's list of quality initiatives and its plan were prepared.
- Draft AQAR was received and core committee reviewed the AQAR.
- Schedule for SSR preparation plans was prepared and finalized.
- Evaluation of programmes and programme abstract were prepared.
- Result analysis was done. Remedial measures planned for the needy students.
- Organized campus interview in association with a career consultancy.
- Next year quality initiatives were listed.
- Submit a proposal to the college management for the implementation of ILMS and LMS.
- Finalized the staff welfare programme and handed over its responsibility to P.K.M. Staff association.
- Recommended for seed money to the researchers.
- Plan for the value-added courses were finalized and duties were handed over to the staff co-ordinators.

  
IQAC, Co-ordinator



  
Principal  
P.K.M. COLLEGE OF EDUCATION,  
P.O. MADAMBAM-670631

### Minutes of the IQAC meeting held on 02-06-2022 at 02.00 PM

Date: 02-06-2022  
Time: 02:00 PM  
Venue: IQAC Room

#### Agenda:

- Review the minutes of the previous IQAC Meeting held on 15-03-2022
- AQAR completion and submission
- Academic and administrative audit (2021-22) and suggest improvements.
- Updation of policy documents.
- College activities and its updation on website
- Finalizing academic calendar.
- New academic year plan and the innovative process adopted.
- IQAC initiatives for the academic year.
- Student induction programme and value-added courses.
- Implementation of the initiatives in view of NEP 2020.
- Evaluation of feedback from stakeholder.
- MoU's signed.

#### Members Present

Dr. Jessy N C – Principal  
Dr. Veena Appukuttan - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R. – Associate Professor in English  
Minimol Simon - Office Superintendent  
Rev. Fr. Joy Kattiyankal-Pro Manager  
Dr. T. M. Joseph -Educational Expert  
Nithin Nangoth, Alumni Representative  
Sri. Cyriac Abraham, PTA representative  
Sri. Hrishikesh Babu M C., Student representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- Minutes of the last meeting conducted on 15-03-2022 were readout with formal discussion. Actions taken for all the initiatives were reviewed.

  
IQAC, Co-ordinator



  
Principal  
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- Presented the progress of AQAR works of 2021-22. Works were allotted as per the existing schedule and were properly monitored.
- Academic and administrative audit (2021-22) of all departments were conducted. Reviewed last year academic audits. Discussions were held on academic and administrative audits (2022-23) of all departments and its implementation.
- Policy documents were updated for the current year, incorporating revised policy initiatives.
- Analyzed the website updation with current college activities. It was decided to make the website more lively with all relevant data.
- Academic calendar for the year 2022-23 was finalized.
- Decided to continue the quality initiatives practiced. In addition to it is decided to update students' IQAC.
- IQAC Co-Ordinator presented the IQAC initiatives and reviewed the following initiatives
  - Student Induction programme.
  - Academic Collaboration
  - Stake holder feedback and Action taken report
  - Strengthening teaching learning and evaluation of SSR preparation works.
- Discussed the conduct of student Induction Programme for the new batch and also the value-added courses for this academic year.
- Various initiatives like research and development activities, accreditation, Industry institution linkages, MoU's etc. which can be taken in the institution for the effective implementation of NEP were discussed.
- It is intimated to analyze the feedback collected during last year from all stakeholders.
- IQAC ensured that the decided activities are carried out as per the terms and conditions of functional MoU's.

#### Action Taken Report

- IQAC decided to speed up the works of AQAR and to complete it at the earliest.
- IQAC decided to conduct the Academic and Administrative Audit properly by the end of the academic year.
- Updated the policy documents as per the current requirements.
- IQAC entrusted the website committee to update the website periodically incorporating all programmes.
- Finalised the academic calendar and forwarded it to the committee for printing.
- Finalized new academic year plan and decided to organize cultural exchange programme in association with St. Joseph Training college, Mysore.

  
IQAC, Co-ordinator



  
Principal  
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- The value-added courses were updated with proper evaluation tools.
- The way to implement NEP at the institutional level is intimated to the governing body for further clarification.
- All the collected feedbacks were analyzed and proper actions were taken.
- Assigned the responsibilities of keeping the MOUs functional to the extension committee.

  
IQAC, Co-ordinator



  
Principal  
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### Minutes of the IQAC meeting held on 10-10-2022 at 03.00 PM

Date: 10-10-2022  
Time: 3.00 pm  
Venue: IQAC room

#### Agenda:

- Submitted AQAR and its review
- Mid semester plan and mid-course correction
- AISHE data collection
- AAA for the year 2022-23
- Current year academic and outreach activities
- Updation of value added courses
- Semester feedback collection and analysis
- Conduct of IPR awareness programme.
- Estimating the quality of student support activities.
- Updation of student IQAC
- Preparation of AQAR 2021-22.

#### Member Present

1. Dr. Jessy N C – Principal
2. Dr. Veena Appukuttan – Co-ordinator
3. Dr. Prasanth Mathew, Vice Principal
4. Dr. Rekha K.R. – Associate Professor in English
5. Dr. Sinoj Joseph- Assistant Professor in Physical Education
6. Minimol Simon - Office Superintendent
7. Rev. Fr. Joy Kattiyankal-Pro Manager
8. Sri. Cyriac Abraham, PTA representative
9. Sri. Hrishikesh Babu M C., Student representative


*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes:

- The AQAR 2020-21 had been submitted and the members shared the review of the same. It is decided to strengthen the ICT initiatives and research activities to fill the gaps in the AQAR.

  
IQAC, Co-ordinator



  
Principal  
PRINCIPAL  
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- As it was the mid of the academic year it is decided to update the curricular plan and all are requested to submit the mid course correction plan to the IQAC.
- For the survey of AISHE it was decided to start the data collection for the year 2021-22.
- It is decided to conduct academic and administrative audit at the end of the academic year preferably on a convenient date in February/March.
- Issues related to academic and outreach activities were discussed and possibilities to overcome challenges were considered. Outcome of extension and outreach activities were discussed based on UN-SDGs.
- Updation of Research and value added course was discussed and decided to update the syllabus of the value added course.
- It is decided to conduct quality audits and update the procedure of quality audits.
- Semester and feedback were collected and made necessary arrangements for it's analysis.
- It is decided to conduct an IPR awareness programme for academic benefit and for the updation of the research activities of the college.
- It is decided to make the student support activities active. A questionnaire for collecting the feedback was generated and provided student support according to their need.
- Updation of student IQAC. The reconstitution of IQAC was done.
- Preparation of AQAR 2021-22 and SSR preliminary works were started. Teachers were given the responsibility of each criterion and supporting documents.

#### **Action Taken Report**

- As per the review of the submitted AQAR for strengthening the ICT facilities in the campus, it is decided to update the software of the interactive boards in each classroom.
- Intimated all teachers to submit revised curricular plan and mid-course correction plan before 31<sup>st</sup> October to IQAC.
- Data was collected for AISHE 2021-22 survey.
- Continued the implementation of UN-SDGs through curricular extension and outreach activities.
- Updation of syllabus of research and value-added courses were finalized and rest of the duties were assigned to staff Co-Ordinator's.
- Analysed the semester feedbacks and actions were carried out to meet the requirements of the students.
- Student IQAC was re-constituted considering the learner needs.
- Started the data collection process for the preparation of AQAR. Began to prepare the supporting documents for SSR uploading.

  
IQAC, Co-ordinator



  
Principal  
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### Minutes of the IQAC meeting held on 20-03-2023 at 3.00 PM

Date: 20-03-2023

Time: 3.00 pm

Venue: IQAC room

#### Agenda:

- > Review of the activities so far organized.
- > AQAR data collection (2021-22) and SSR Preparation.
- > Result analysis
- > Institutional achievements
- > Evaluating IQAC activities
- > Future plans for the academic year 2023-24
- > Approval of the certificate of value added courses.
- > Value-added courses for the next academic year
- > Career Guidance and Placement Activities.
- > Academic calendar (2023-24) draft presentation and approval of Academic plan

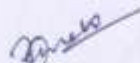
#### Members Present

1. Dr. Jessy N C – Principal
2. Dr. Veena Appukuttan - Co-ordinator
3. Dr. Prasanth Mathew, Vice Principal
4. Dr. Rekha K.R. – Associate Professor in English
5. Dr. Sinoj Joseph- Assistant Professor in Physical Education
6. Minimol Simon - Office Superintendent
7. Rev. Fr. Joy Kattiyankal-Pro Manager
8. Sri. Cyriac Abraham, PTA representative
9. Sei Biju Puthussery., Local representative
10. Ms. Aiswarya K.C., Student representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC*

#### Minutes:

- > Activities organized so far were reviewed and major challenges were discussed.
- > Reviewed the conduct of value-added course and its certificate were submitted for discussions and approval.

  
IQAC, Co-ordinator



  
Principal  
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- Published semester results were analysed and it was found that compared to previous year the results were improved. The meeting discussed the need to allot extra hours for tough subjects as per the requirements of the students.
- It is decided to organize career guidance and placement activities. Institution has linkages with corporate management schools and other private schools and agencies for placement activities.
- Institutional achievements were analyzed and motivate the staff to excel in the field of research, academic projects and publications.
- Brief overview of the activities conducted under IQAC were presented. It is decided to strengthen the use of LMS and ILMS in both academic and administrative area.
- IQAC has identified the areas that the college strive to achieve during the next year. It recommends the continuous upgradation and updation to achieve excellence in all areas including library resources, ICT facilities, extension and out reach activities etc.
- Future plan for 2023-24 were discussed on the basis of the draft academic calendar. Decided to submit the academic plan 2023-24 in the Governing Body meeting for approval.

#### Action Taken Report

- On the basis of the review, activities were revised as per the policy updations. A strict monitoring was implemented in the area of documents preparations.
- It was found that value added course were conducted smoothly by the staff coordinators, committee approved the format of value added course certificate.
- Semester results were analysed and actions were taken to mentor the low achievers as they scored less marks in university examination.
- Scheduled a career guidance interaction with our international alumnus. Organised interactive sessions with other job providers.
- Motivated the staff to attend more extension, out reach and other teacher orientation programmes.
- In order to become more familiar with LMS and ILMS, orientation classes were scheduled.
- Upgradation of the facilities like library, ICT materials, other Physical infrastructure were finalized. Decided to use LMS and ILMS for smooth functioning of academic and administrative audits.
- Approved draft academic calendar and academic plan.

  
IQAC, Co-ordinator



  
Principal  
PRINCIPAL  
PK.M COLLEGE OF EDUCATION  
P.O. MADAMPAM 670621  
KANNUR

### Minutes of the IQAC meeting

Date: 02-06-2023  
Time: 02:00 PM  
Venue: IQAC Room

#### Agenda:

- Overview of the IQAC activities of the last academic year 2022-23
- Completion of AQAR 2021-22
- Preparation of SSR
- Academic and administrative audit
- Academic calendar-2023-24
- New academic year plan and the innovative process adopted.
- IQAC initiatives for the academic year.
- Student induction programme, bridge course and value-added courses.
- Initiatives for UN-SDGs
- Evaluation of feedback from stakeholders.

#### Member Present

Dr. Jessy N C – Principal  
Dr. Veena Appukuttan - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R. – Associate Professor in English  
Dr. Sinoj Joseph- Assistant Professor in Physical Education  
Minimol Simon - Office Superintendent  
Rev. Fr. Joy Kattiyankal-Pro Manager  
Dr. T. M. Joseph -Educational Expert  
Nithin Nangoth, Alumni Representative  
Sri. Cyriac Abraham, PTA Representative  
Sri Biju Puthussery., Local representative  
Aiswarya K., Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- Minutes of the last meeting conducted on 20-03-2023 were readout with formal discussion. IQAC Resource team visited Malabar Training college, Peravoor and SUM B.Ed college, Mamba, Muzhappala. The meeting appreciated this initiative as Institution's mentoring support. Action taken for all the initiatives were reviewed.
- Evaluated the progress of AQAR works of 2021-22 and the uploading documents preparations. It was decided to upload the AQAR in July.

  
IQAC, Co-Ordinator



  
Principal  
PKM COLLEGE OF EDUCATION  
P.O. MADAMPAR-670621

- A briefing of the last year Academic and administrative audit (2022-23) was done. It is decided to conduct AAA of all departments at the end of the academic year. The Audit committee is instructed to audit department level files and prepared it's reports.
- Academic calendar for the year 2023-24 was finalized and it is ready for printing.
- Decided to continue the quality initiatives practiced and decided to add more initiatives like hands on training programmes for staff and students.
- IQAC coordinator presented the last year IQAC initiatives and meeting reviewed the following initiatives and it's outcomes.
  - 1) Student Induction programme based on UN -SDGs.
  - 2) Academic Linkages
  - 3) Stake holder's feedback and Action taken report
  - 4) Strengthening teaching, learning and evaluation
  - 5) SSR preparation works.
- Discussed the conduct of student Induction Programme and bridge course for the new batch and also the value-added courses for this academic year.
- It is decided to continue the practice of analyzing the feedback collected during last year from all stakeholders.

#### Action Taken Report

- IQAC decided to complete the AQAR in July.
- IQAC decided to conduct the Academic and Administrative Audit and prepare it's report by the end of the academic year.
- Printed the finalised academic calendar.
- Finalized new academic year plan as per the academic calendar and decided to organize academic exchange programmes and pre -internship orientations for internship.
- The value-added courses were updated with it's syllabus and with new evaluation techniques.
- The way of implementing UN -SDGs is decided to continue and it should reflect in all institutional activities.
- All the collected feedbacks were analyzed and proper actions were taken to improve institutional functioning.

  
IQAC, Co-Ordinator



  
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P.K.M. COLLEGE OF EDUCATION  
P.O. MADANPAM-670621  
KANNUR

### Minutes of the IQAC meeting

Date:03-10-2023  
Time: 3.00 pm  
Venue: IQAC room

#### Agenda:

- Submitted AQAR and its review
- Mid semester plan and mid-course correction
- Preparation of SSR
- AISHE data collection
- Semester feedback, pre-internship feedback collection and analysis
- Estimating the quality of student support activities.
- Updation of student IQAC

#### Member Present

Dr.Jessy N C – Principal  
Dr.Veena Appukuttan - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R. – Associate Professor in English  
Dr. Sinoj Joseph- Assistant Professor in Physical Education  
Minimol Simon - Office Superintendent  
Rev. Fr. Joy Kattiyankal-Pro Manager  
Dr. T. M. Joseph -Educational Expert  
Nithin Nangoth, Alumni Representative  
Sri. Cyriac Abraham, PTA President  
Sri Biju Puthussery., Local representative  
Aneetta Biju., Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- The AQAR 2021-22 was submitted and the members shared the review of the same. It is decided to strengthen the research activities and efforts be made to have more research funds and publish papers in approved journals.
- As it was the mid of the academic year it is decided to update the curricular plan and all are requested to submit the mid course correction plan to the IQAC.
- For the survey of AISHE, it was decided to start the data collection for the year 2022-23.
- It is decided to conduct quality audits and update the procedure of quality audits.

  
IQAC, Co-Ordinator



  
PRINCIPAL  
P.M.COLLEGE OF EDUCATION,  
P.O. MADAMPAM-670621  
KANNUR

- Semester feedbacks and internship feedbacks were collected and made necessary arrangements for it's analysis.
- It is decided to activate the student support services. A questionnaire for collecting the feedback was generated and provided student support according to their need.
- It is decided to update the student IQAC.
- Preparation of SSR and IQA preliminary works were started.

#### Action Taken Report

- As per the review of the submitted AQAR, strengthening of research activities were given the priority . It is decided update the software of the interactive boards in each classroom with RUSA PROJECT.
- Intimated all teachers to submit revised curricular plan and mid-course correction plan before 31<sup>st</sup> October to IQAC.
- Data was collected for AISHE 2022-23 survey.
- Continued the implementation of UN-SDGs through curricular extension and outreach activities.
- Analysed the semester feedbacks, internship feedback etc. and actions were carried out to meet the requirements of the students.
- Student IQAC was re-constituted with different committees for document preparation.
- Started the data collection process for the preparation of SSR and the supporting documents for SSR uploading.

  
IQAC, Co-Ordinator



  
PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
P.O. MADAMPAM-670531  
KANNUR

### Minutes of the IQAC meeting

Date: 22-12-2023  
Time: 3.00 pm  
Venue: IQAC room

#### Agenda:

- Scrutiny of SSR metrics and Documents
- IIQA Submission
- Website Updation

#### Member Present

Dr.Jessy N C – Principal  
Dr.Veena Appukuttan - Co-ordinator  
Dr. Prasanth Mathew, Vice Principal  
Dr. Rekha K.R. – Associate Professor in English  
Dr. Sinoj Joseph- Assistant Professor in Physical Education  
Smt. Deepa John, College Librarian  
Rev. Fr. Joy Kattiyankal-Pro Manager  
Nithin Nangoth, Alumni Representative  
Sri. Sunny C A., PTA Representative  
Sri Biju Puthussery., Local representative  
Aneetta Biju., Student Representative

*\*Note: Members of the committee who were present in the meeting signed in the Minutes Book maintained by IQAC.*

#### Minutes

- It is decided to verify the QnM's and QIM's of SSR and supporting documents.
- It is decided to submit the IIQA by the first week of January. IQAC will monitor the NAAC guidelines issued from time to time and will act accordingly.
- It is decided to update the Website in view of SSR and it's documents uploading.

#### Action Taken Report:

- Both QnM and QIM Metrics and documents were verified. Necessary modifications were made.
- Members discussed various issues related with IIQA/ SSR submission and suggested measures for the overall development of the college.
- The website committee prepared a proposal for the updation of the website. As per that proposal website team started the works of the website.

  
IQAC, Co-Ordinator



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
P.O. MADAMPATTI-670632  
KUVEMPUR

## Student Council Minutes


3

College Union Meeting held on 28.01.2022 at  
2.15 PM at College Auditorium.

Members Present

1. B. Jessy N.C	
2. Hristhikesh Babu M.C	
3. Dr. Shady Joseph K.	
4. Haibin Mathew	
5. Alex Babu	
6. Shyree Shyree	
7. Mariza Marissa	
8. Chusana K.C	
9. Alex Jose	
10. Jisna Augustine	
11. Sidha K	
12. Karuhma Suresh	
13. Madresha P	
14. Anand Ravi	
15. Ananya Chandana M	
16. Resha B. Roy	
17. Harika Lakshmi	
18. Ana Krishna	
19. Vasthika K	
20. Sruval Jay	
21. Madam Secretary	

- 1) Union inauguration February two or three week at minimum
- 2) ...
- 3) ...
- 4) ...
- 5) ...



PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KATHAPPAM P.O., MADAPPAM  
KANNUR DISTRICT, KERALA

College Union meeting held on 16/02/2022 at 2.40 pm at College multipurpose Hall

Members present.

1)	Jomal Joy	<u>Paul</u>
2)	Alex Jose	<u>adlasi</u>
3)	Anand Ravi	<u>Armed</u>
4)	Jishnu T.P	<u>il</u>
5)	Vaisham. K	<u>see</u>
6)	Ann kurian	<u>A</u>
7)	Karishma Suresh	<u>K</u>
8)	Rosha. B Roy	<u>Rishi</u>
9)	Anagha Chandran. m	<u>sigla</u>
10)	Alex Babu	<u>B</u>
11)	Shyona Stephen	<u>steph</u>
12)	Harsika Ramkumar	<u>H</u>
13)	Hithak	<u>hith</u>
14)	Hrishikesh Babu	<u>H</u>
15)	Maneesha. P	<u>M</u>
16)	Dr. Shaly Joseph K.	<u>Shaly</u>

16-02-2022-ന് ഓരോരുത്തർക്കും അർഹമായ അംഗീകാരം നൽകിയിട്ടുള്ളതായി ഉദ്യോഗസ്ഥർ വിവരിച്ചു. അതിൽ 18-02-2022 ന് നടന്ന അംഗീകാരം ഉദ്യോഗസ്ഥർ - വിവരങ്ങൾ, ഉദ്യോഗസ്ഥർക്കു നൽകി, Closing ceremony നൽകി, ഓപ്പൺ നൽകി, Tabulation നൽകി, Report committee - ഹൈന്ദവ നൽകിയിട്ടുള്ളതായി ഉദ്യോഗസ്ഥർ വിവരിച്ചു. അതിൽ ഉദ്യോഗസ്ഥർക്കു നൽകിയിട്ടുള്ളതായി ഉദ്യോഗസ്ഥർ വിവരിച്ചു. അതിൽ ഉദ്യോഗസ്ഥർക്കു നൽകിയിട്ടുള്ളതായി ഉദ്യോഗസ്ഥർ വിവരിച്ചു.



PRINCIPAL  
K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O, MADAMPAM  
TIRUPUR DISTRICT, TAMIL NADU - 640031

College union meeting held on 2/2/2022

Members present

- 1. Jamal Jay *Jamal*
- 2. Anand Ravi *Anand*
- 3. Jishnu T.P *Ji*
- 4. Vaishakhi K *Va*
- 5. Anuragan *A*
- 6. Anajha Chandran M *Anajha*
- 7. Alex Babu *Alex*
- 8. Shyena Stephen *Shyena*
- 9. Hisha K *Hisha*
- 10. Hrishikesh Babu *Hrishikesh*
- 11. Maneesha P *Maneesha*
- 12. Harsha Sankosh *Harsha*
- 13. Karishma Suresh *K*
- 14. Alex Jose *Alex*

ಅನಂತರದ ಶಾಖೆಯ ಸಭೆಯಲ್ಲಿ  
 2/2/2022 ರಂದು  
 ಶಾಖೆಯ ಸಭೆಯಲ್ಲಿ ನಡೆಯಿತು. ಸಭೆಯಲ್ಲಿ  
 ಸಭೆಯ ಅಧ್ಯಕ್ಷರು ಮಾತನಾಡಿದರು. ಸಭೆಯಲ್ಲಿ  
 ಸಭೆಯ ಅಧ್ಯಕ್ಷರು ಮಾತನಾಡಿದರು. ಸಭೆಯಲ್ಲಿ  
 ಸಭೆಯ ಅಧ್ಯಕ್ಷರು ಮಾತನಾಡಿದರು. ಸಭೆಯಲ್ಲಿ  
 ಸಭೆಯ ಅಧ್ಯಕ್ಷರು ಮಾತನಾಡಿದರು. ಸಭೆಯಲ್ಲಿ



PRINCIPAL  
 P.K.V. COLLEGE OF EDUCATION  
 KAITHAPRAM P.O, M-DAMPAM  
 SREEKANTHAPURAM, KANUR DT., 606221

നവീകരണ പദ്ധതികൾ

- \* ഭരണസമിതികളുടെ പദ്ധതി - ഭരണനടപടികൾ, ഭരണപരിഷ്കരണം
- \* വിദ്യാഭ്യാസ പദ്ധതി - പാഠ്യപുസ്തകം, പാഠ്യപുസ്തകം
- \* വിദ്യാർത്ഥികളുടെ പദ്ധതി - കായികം, കായികം, കായികം
- \* ലഭ്യത പദ്ധതി - ഭരണനടപടികൾ, ഭരണനടപടികൾ
- \* വിദ്യാർത്ഥികളുടെ പദ്ധതി - ഭരണനടപടികൾ, ഭരണനടപടികൾ
- \* പദ്ധതി പദ്ധതി - ഭരണനടപടികൾ, ഭരണനടപടികൾ
- \* പദ്ധതി പദ്ധതി - ഭരണനടപടികൾ, ഭരണനടപടികൾ



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KUTHUPARAM P.O., MADAMPAM  
 SREEKANTHAPURAM, KANNUR DT., -670631

College Union meeting held on 16/3/2022.  
10:30 at Malayalam optional class

Members present

- 1. Jomal Joy - Real
- 2. Vaishak.k - de
- 3. Jishnu.T.P - Jdl
- 4. Karishma Suresh - sk
- 5. Ann. Kuman - A
- 6. Anagha Chandran.m - Sobha
- 7. Alex. Babu - ba
- 8. Alex. Jose - collage
- 9. Hitha.k - Liby
- 10. Urishikesh Babu - Prithvi
- 11. Shyana Stephen - Shalal
- 12. Maneesha.p - Maneesha

കോളേജ് യൂണിയൻ യോഗം നടത്തിയതിന്റെ വിവരങ്ങൾ  
 16/03/2022 മുതൽ 10:30 ന് മാതൃകാ പാഠശാലയിൽ  
 നടത്തിയ യോഗത്തിൽ പങ്കെടുത്തവരുടെ പട്ടിക  
 താഴെ നൽകുന്നു.



P.K.M. COLLEGE OF EDUCATION  
 KATHAPPAM P.O., MADAMPAM  
 THEKADY JUNCTION, KANNUR DIST., KERALA

പ്രധാനം ഭാഗത്തിൽ ഭാഗം സമാപനം നൽകി - ഇവകൾ  
പ്രധാനം

വിനോദങ്ങൾ / നിർവ്വഹണം

\* കോളേജ് ഭാഗം നടത്തിയതിൽ നിന്നും നിർവ്വഹിത കലരികൾ  
എന്ന വിവരങ്ങൾ കൈമാറ്റം - ഡാറ്റാ കലരികൾ നിർവ്വഹിത  
പ്രദേശങ്ങൾ നൽകുകയും ചെയ്യും

\* നിർവ്വഹണങ്ങൾ കലരികൾ അനുബന്ധം  
→ പ്രോഗ്രാം കലരി - അൻ കലരി - കലരി-ആ സിദ്ധം  
→ ട്രൈ-വർഷം - അൻ നവം

വിഷയം - ടി.പി.  
അലക്സ് കോസ്  
പ്രോഗ്രാം

→ വിനോദങ്ങൾ അൻ വിനോദങ്ങൾ കലരി  
- വിനോദങ്ങൾ  
- വിനോദങ്ങൾ  
- വിനോദങ്ങൾ

→ ട്രൈ-വർഷം - അൻ നവം  
- അൻ നവം

→ വിനോദങ്ങൾ കലരി - വിനോദങ്ങൾ  
- വിനോദങ്ങൾ

→ 2-വർഷം ട്രൈ-വർഷം പ്രോഗ്രാം കലരി -  
- ട്രൈ-വർഷം പ്രോഗ്രാം  
- ട്രൈ-വർഷം പ്രോഗ്രാം  
- ട്രൈ-വർഷം പ്രോഗ്രാം  
- ട്രൈ-വർഷം പ്രോഗ്രാം  
- ട്രൈ-വർഷം പ്രോഗ്രാം



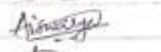


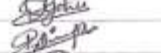
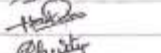


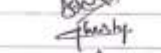

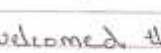
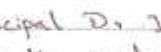
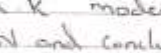
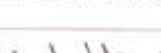
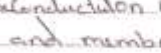
→ പ്രോഗ്രാം വിവിധം - വിഷയം പ്രോഗ്രാം  
- അൻ നവം



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRA P.O., MADAMPAM  
KANNUR DIST., KERALA

Minutes of the Union meeting conducted on 02/11/2022 at 7 pm in the Malayalam class room.

The following members participated

- |     |                   |  |
|-----|-------------------|--|
| 1.  | Dr. Jessy NC      |    |
| 2.  | Dr. Shaly Joseph  |    |
| 3.  | Mrs. Jamal Jose   |    |
| 4.  | Aiswarya K.       |    |
| 5.  | Anu maria Jacob   |   |
| 6.  | Hariprasad N      |  |
| 7.  | Sheethal C.       |  |
| 8.  | Jyothic Cyril     |  |
| 9.  | Aiswarya P.V      |  |
| 10. | Harikrishna K.V   |  |
| 11. | Christy Manya Joy |  |
| 12. | Haseena C.M       |  |
| 13. | Jobina Jose       |  |
| 14. | Sahala Yasmin K   |  |
| 15. | Christy Philip    |  |
| 16. | Angha K.          |  |

Union advisor Dr. Shaly Joseph welcomed the meeting followed by the speech by Principal Dr. Jessy NC. Further, Chairperson Sri Aiswarya K moderated the session. Vote of thanks given by Sri Hariprasad N and concluded the meeting.

Decisions

1. Union inauguration day planned to be conducted on November 27<sup>th</sup> or 28<sup>th</sup> week
2. Various committees were formed and members were chosen
3. A brief introduction for Magazine given by Jamal Jose



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KALTHAPPAM P.O., MADAMPAM  
SREEKRISHNAN - 687 802

Minutes of the Union meeting conducted on 17/11/2022 at 1:00 pm in the Malayalam class room.

The following members were participated

- Dr. Shaly Joseph K.
- 1. Sheethal. C
- 2. Jobina Jose
- 3. Sahala Yasmin. K
- 4. Charly Philip
- 5. Sheetha. M
- 6. Ann Maria Jacob
- 7. Aiswarya P.V
- 8. Anagha. K
- 9. Haseena Cm
- 10. Harikishor K.V
- 11. Hamparand. N
- 12. Aiswarya K.
- 13. Jyothi Gopin

ഒരു വിഷയം അന്വേഷിക്കുന്നതിൽ അതിനു മുൻപ്  
 സമാന വിഷയങ്ങളുടെ ഭാഗം ആരോട്യാർ.  
 യുണിയൻ യൂണിറ്റ് അഡ്വൈസ് ഡോ. ശാലി ജോസഫ്  
 യൂണിയൻ അംഗങ്ങളുടെയും മറ്റ് അധികാരികളുടെ  
 നേതൃത്വം കീഴിൽ അതിനുവേണ്ടി എല്ലാവരും  
 സഹകരിക്കണം. ജനറൽ സെക്രട്ടറി വിജയ്കുമാർ എൻ  
 ഭാഗം നൽകി പങ്കെടുക്കാനും യൂണിയൻ  
 ഭാഗം അനുസരിച്ചാലും ഉത്തരം.



PRINCIPAL  
 P.M. COLLEGE OF EDUCATION  
 KATHARRAM P.O, MADAMPAM  
 SREEKANTHAPURAM, KANNUR DT. - 670631

Minutes of the union meeting conducted on 06/02/2023 at 3:45 PM  
in the Principal chamber.

The following members participated

- 1. Dr. Jesay N.C.
- 2. Anuarya K. *Anuarya*
- 3. Anumaria Jaleb. *Jaleb*
- 4. Hariprasad N. *Hariprasad*
- 5. Sheethal C. *Sheethal*
- 6. Jyothi's Cyriac
- 7. Anuarya P.V. *Anuarya*
- 8. Harikishor K.V. *Harikishor*
- 9. Christy Mariya Joy *Christy*
- 10. Hasana CM. *Hasana*
- 11. Jobina Jose *Jobina*
- 12. Sahala Yama K. *Sahala*
- 13. Christy Philip *Christy*
- 14. Anagha K.
- 15. Sreetha M. *Sreetha*

എന്നിവർ പങ്കെടുത്ത യോഗം 06/02/2023 ന് 3:45 PM ന് പ്രിൻസിപ്പൽ മുറിയിൽ നടന്നു. യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. നയിച്ചു. യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. 2022-23 ന്റെ ഓഡിറ്റ് റിപ്പോർട്ട് പരിശോധിച്ചു. യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. യുടെ അദ്ധ്യക്ഷതയിൽ യോഗം നടന്നു. യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. യുടെ അദ്ധ്യക്ഷതയിൽ യോഗം നടന്നു. യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. യുടെ അദ്ധ്യക്ഷതയിൽ യോഗം നടന്നു. യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. യുടെ അദ്ധ്യക്ഷതയിൽ യോഗം നടന്നു.

Conclusion and recommendations

- 1. 14/02/23 ന് നടന്ന യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. യുടെ അദ്ധ്യക്ഷതയിൽ യോഗം നടന്നു. യോഗത്തിൽ പ്രസിഡൻ്റ് ഡോ. ജിസേയ് എൻ. സി. യുടെ അദ്ധ്യക്ഷതയിൽ യോഗം നടന്നു.



*[Signature]*  
 P.R. Sreekanth  
 COLLEGE OF EDUCATION  
 KATTICHALAPPAM P.O., MADAMPAM  
 KOLLAM DISTRICT, KERALA

Minutes of the union meeting conducted on 23/06/2023 at 10.30 AM at Principal's Cabin

Following members were participated.

- 1. Dr. Jessy N.C
- 2. Dr. Gholy Joseph
- 3. Aiswarya K
- 4. Hariprasad. N
- 5. Anu Maria jacob
- 6. Sheethal C
- 7. Jyothic cyrial
- 8. Aiswarya P.V
- 9. Hanikishor K.V
- 10. Sreedhu. M
- 11. Sahala Yasmin
- 12. Crisly Meriya joy
- 13. Crisly philip
- 14. Jobina jose
- 15. Anagha K
- 16. Haseena C.M

എമ്മയുടെ നിർദ്ദേശങ്ങൾ

- 1. ജൂൺ 24 ന് നടക്കുന്നതിന്റെ വിവരങ്ങൾ നൽകുന്നതിനായി ഓരോ അംഗം കൗൺസിലർമാർക്ക് അറിയിപ്പ് നൽകേണ്ടതാണ്.



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KANNUR DT., KERALA

2. അഗതി വിവരം നടപടിക്കാക്കി വരുത്ത

- വിവിധവിതരണ കമ്മ്യൂണിറ്റിയിൽ വിതരണം
- കല-കായിക രംഗത്ത് വിജയം നേടിയവർക്ക് അവാർഡ് വിതരണം
- House-wise വിജയികൾക്ക് സമ്മാനദാനം

മുതലായവയുടെ മുൻപ് ചർച്ച നടത്തുക

3. 2022-23 വർഷത്തെ മേധവിൽ അഗതി വിവരം പൂർത്തിയാക്കൽ തീരുമാനമായി

4. മേധവിൽ വിശിഷ്ടമായി പ്രവർത്തിച്ചവരുടെ ന്നിയമങ്ങൾ, മുന്നിടൽ വികസനം, പ്രമുഖ പുരസ്കാരങ്ങൾ നൽകി തുടങ്ങിയവ മുതലായവയുടെ തയ്യാറാക്കുന്നതിനായി മുൻപ് ചർച്ച നടത്തുക

5. അഗതി വിവരങ്ങൾക്കു മുൻപ് അധികാരികൾക്ക് അറിയാതെ തിരച്ചിലും ശ്രദ്ധ നൽകി

6. കേൾ 2021-23 വർഷത്ത് ഒരു കമ്മ്യൂണിറ്റിയിലും ചേർന്നു കഴിഞ്ഞു നൽകുന്നതിനും Alumni ഇൻഷിരട്ടി കൂടുന്നതിനുമായി സമ്മാനം കണക്കിൽ നിർദ്ദേശിച്ചു

7. Fine arts secretary യുടെ നേതൃത്വത്തിൽ ഏകാഗ്ര കലാപരിപാടികൾ നടത്തുന്നതിനും തീരുമാനമായി



  
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 KATHAPPARAM PULLA MADAMPAM  
 SREEKANTHAPURAM, KANNUR DISTRICT

Minutes of the Union meeting conducted on 03/05/2023 at 4:15 pm at Malayalam class cum method lab.

Following members were participated.

- 1. Dr. Jessy N.C. *Jessy*
- 2. Dr. Shelly Joseph *Lilly*
- 3. Aiswarya K. *Aiswarya*
- 4. Hariprasad N. *Haris*
- 5. Anu Maria Jacob *- Anu*
- 6. Shreehal C. *- Shreehal*
- 7. Jyoths cynac *- Jyoths*
- 8. Aiswarya P.V. *- Aiswarya*
- 9. Harikishor K.V. *- Harikishor*
- 10. Sreethu M. *Sreethu*
- 11. Sahala Yasmin K. *Sahala*
- 12. Christy Philip *Christy*
- 13. Jobina Jose *Jobina*
- 14. Anagha K. *Anagha*
- 15. Haseena C.M. *Haseena*
- 16. Ms. Jomal Jose *- Jomal*
- 17. Christy Manja Jay *- Christy*

Organisational arrangements for the annual meeting of the college were discussed. The meeting was held on 03/05/2023 at 4:15 pm in the Malayalam class cum method lab. The meeting was presided over by Dr. Jessy N.C. The meeting was attended by 17 members. The meeting was held in the Malayalam class cum method lab. The meeting was held at 4:15 pm on 03/05/2023.

Conclusions/Resolutions

- 1. Organizational arrangements for the annual meeting of the college were discussed.



D.P.M. COLLEGE OF EDUCATION  
 PATTILAKKAL P.O. MADHAPAM  
 SPRENGALUR, KANNUR DIST., KERALA

2) മേലിൽ പരാമർശിച്ച കരാർ വകുപ്പിന്റെ വിവരങ്ങൾ കൂടി ഉൾക്കൊള്ളിച്ചുകൊണ്ട് മാനുവലായുടെ വിവരങ്ങൾ അടയാൾ തിരുത്തുക.

2022-23 വർഷത്തെ ഔന്നിഷൻ പ്രവർത്തനങ്ങൾ അംഗീകരിച്ചുകൊണ്ട് ഓരോരുത്തർ ഔന്നിഷൻ 2022-23 ന് ഓരോരുത്തർക്കും തിരശീല വിതരണം.



*[Handwritten Signature]*  
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KATHAPRAM P.O, MALAMPALAM  
SREEKANDAPURAM, KANNUR DT., -670631

## **Translation of minutes of the Student Union Meeting held on 28/01/2022**

### **Decisions**

The Union inauguration was decided to be held in the second or third week of February. It was decided that the College Day should be conducted before 10th March. It was also decided to conduct events like Fine Arts Day and Sports Day. Professor Kandoth decided to organize the programs on a grand scale.

## **Translation of minutes of the Student Union Meeting held on 16/02/2022**

### **Decisions**

On February 16.02.2022, a college union meeting was organized in connection with College Arts Day. Subsequently, a refreshment committee, inauguration committee, reception committee, stage committee, tabulation committee, report committee, and other committees were appointed, and each committee was given necessary instructions by Dr. Sholay Joseph. Chairman Rishikesh Babu welcomed the Union meeting, and General Secretary Jomal Joy expressed gratitude.

## **Translation of minutes of the Student Union Meeting held on 02/03/2022**

### **Decisions**

Union meeting was organized at General Hall on 2/3/2022 afternoon regarding the conduct of Kandoth day and various committees were formed to organize the program. By discussing with the union the members for various committees were selected, the meeting concluded successfully.

## **Translation of minutes of the Student Union Meeting held on 16/3/2022**

### **Decisions**

PKM College of Education conducted College Union meeting on 16/3/2022, Wednesday at Malayalam optional class exactly at 10:30. Dr. Sholy Joseph welcomed the gathering and discussed the conduct of the college day. General Secretary proposed vote of thanks.

Committees related to the conduct of the college day were selected and each committee was assigned respective duties.

**Staff Council Minutes**

012  
2018

**P.K.M COLLEGE OF EDUCATION**  
(An Aided B.Ed. College affiliated to Kannur University)  
MADAMPAM, KANNUR - 670631  
Accredited by NAAC with 'A' Grade (Second Cycle -4 Point Scale)  
E-mail:- [pkmcedn@yahoo.co.in](mailto:pkmcedn@yahoo.co.in), Website:- [www.pkmcedn.com](http://www.pkmcedn.com)  
Tel: 0460 2230929, Fax: 04602 232449

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**NOTICE**

There will be a Staff Council meeting on 13-07-2018 at 3.00 pm in the Principal's room. All faculty members are requested to participate in the meeting.

**Agenda:-**

1. Academic plan 2018-19
2. Calendar preparation
3. Any other matter

Sl. No.	Name	Signature
1	Dr. Maya J. Pillai	
2	Ms. Jessy N.C.	
3	Dr. Sholy Joseph K	
4	Dr. Prasanth Mathew	
5	Mrs. Jomol Jose	
6	Sri John P.T.	 <i>Signature not available due to absence</i>
7	Fr.Sinoj	

*1. Not in office*  
*2. Not in office*  
*3. Signature not available due to absence*

Staff Council Secretary  
(Dr. Veena Appukuttan)

Madampam,  
12-07-2018.








Principal in Charge  
(Dr. Rekha K.R.)

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KAITHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KANNUR 07, -670631

3

Minutes of the Staff Council Meeting  
held on 12/7/18 at 3.00 pm.

The following members participated  
in the meeting.

1. Dr. Releha. K-R 
2. Dr. Mayer T. Pillai 
3. Dr. Shady Joseph. K 
4. Dr. Prasanth Mathew 
5. Ms. Jemel. Jose 
6. Mr. John P.T. 
7. Fr. Binoy Joseph 

### Decisions

- 1) It is decided that RKR, STK & V.A  
will continue to hold the charges  
of LOAC, PTA and Alumni respectively  
for this Academic year.
- 2) Faculty visit is to be conducted in  
3<sup>rd</sup> week of July
- 3) During Paper Valuation camp it is decided  
to conduct 2 or 3 Orientation cum  
motivational classes for the present batch.
- 4) Fr. Binoy will be in charge of Independence  
Day celebration.

5) Onam celebration - Ms. Jemel Jose

  
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KATHAPRAM P.O., MADRASAM

6. Clubs will be formed only after the completion of admissions process.
7. It is decided to conduct PTA General body meeting in the second week of August. If semester students should be intimated about it on their arrival on 20<sup>th</sup> July.
8. The following programmes are planned as per the given schedule.
- Club Inauguration - 1<sup>st</sup> week of August.
  - Model School Visit - 2<sup>nd</sup> week of August.
  - Mid-Semester Exams - 2<sup>nd</sup> week of ~~August~~ September. (10<sup>th</sup> & 11<sup>th</sup> September).
  - Field Trips - After mid-Sem Exams.
  - FRCI, Workshop - Last week of October.
  - Model Exams for } - November (one week before University Exams)  
(1<sup>st</sup> & 3<sup>rd</sup> Semester)
  - School Acknowledization - 2<sup>nd</sup> week of January - 2019.
  - Annual Sports Meet - 18<sup>th</sup> January 2019.
  - FRC I, II, III Workshops - February, After mid-Semester Exams.
  - Mid-Semester Exams (2<sup>nd</sup> & 4<sup>th</sup> Semester) } - February
  - Karolika Day - 7<sup>th</sup> March 2019
  - Model Exams - Last week of March (22<sup>nd</sup> March).
  - College Day & Alumni Initiatives } - Last week of March After Model Exams.

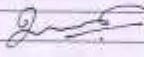



*[Signature]*  
Dr. Veena Appukuttan  
Staff Secretary


PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
TIRUKANGAPURAM, KANNUR DT., -670631


30<sup>th</sup> June 2020


Members present for the Staff Council meeting  
held on 30/06/2020, 10:00 am


Dr. Jessy N.C. - Principal 


Dr. Prasanth Mathan - Vice Principal 


Dr. Rekha K.R. - Secretary, staff unit 

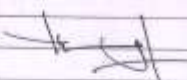
Dr. Maya J Pillai 


Dr. Veera Appankutty 

Dr. Shoby Joseph 

Mr. Tomal Jose 

Dr. Binay Joseph 

Sri John P T 

Agenda : \* calendar finalisation  
\* review of online classes  
\* briefing of activities of 2020 June  
\* Social media committee - briefing gone month functioning  
\* Council decisions of 01/06/2020 & 12/06/2020  
review and analysis of implementation  
\* website updating  
\* editing of uploaded AARs  
\* pending work - completion task 



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### Discussions and Decisions:

\* calendar: A briefing of the proposed calendar was done by Dr. Veera Appudurai, the calendar committee. It was mentioned that the calendar has been prepared on the basis that the academic year starts on 1<sup>st</sup> June 2020. It was decided that the special programmes mentioned in the calendar is to be put as SPECIAL PROGRAMMES UNDER THE LEADERSHIP of IGAL. Also, the calendar is to be finalized with the note that this calendar is put to practice in tune with the COVID circumstances.

\* review of online classes: It was reported that the online classes are progressing as per the timetable set.

The confusions created by the General Edtech faculty Dr. MJP in the 'general classes' were reported by the Principal.

In that context it was reminded that the Govt. Orders are standing - not to invite students to teachers' homes for private and personal uses; not to burden students for personal works etc. Dr. MJP was specifically reminded not to defame the college and the teacher community by providing burdensome books and personal works to students inviting them to ~~the~~ his home and even otherwise.

Another allegation against Dr. MJP was in between the pre-internship preparations it was an unnecessary work of making them prepare an e-magazine as the part of Reading Day OBSERVATION because the Council had entrusted the college Librarian to organise the Reading Day Observance in association with the Literacy Club.



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KALTHADRAM P.O., MADHAVARAM  
CHENNAI-600031

The contribution of Dr MJP as a faculty in General Education for the internship was also questioned. It was also expressed with regret that the unanimity among the teachers is disturbed by the unethical practices of Dr MJP.

She was given a warning for her actions against the decisions taken by the Council and the teachers altogether.

She was asked not to misuse the academic freedom provided in the institution.

It was expressed that it would be desirable to get along with the common system of the college if financial helps are to be done to students. If poor students are to be helped, she could have made use of the welfare schemes rather than making personal profit under the guise of helping financially backward students.

Helping students should not be treated to be a reason for negatively affecting the system prevailing in the college.

The unanimous decision of the Council in earlier years and the previous action of Dr MJP was placed in the context. She was very lovingly and decently given warning in this respect.

#### Activities during Term

It was reported that the webinars organized by the departments of Physical Science, English, Natural Science, Social Science and Physical Education were successfully organized. The collaborations with other different institutions in the conduct of the webinars were also appreciated.

\* The B.Ed IV Semester Examinations were conducted successfully keeping the



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is a matter of pride for the college.

\* The other programmes of the month were

- (i) Human Initiation Ceremony of the 2018-20 batch on 12/06/2020
- (ii) Commemoration of Mar. Kuriakose Kunnassery on 15/6/2020 under the leadership of P.M. Staff In-charge & I/OA.
- (iii) Yoga Day observance on 21/06/2020 under the leadership of P.M. Staff
- (iv) Reading Day observance organised by the Library and Literary Club on 19/6/2020.

On the COVID-19 context all these programmes were organised online.

Documentation: It was reported that the documenting for the month of June is almost up-to-date. It was mentioned in the context that when the in-charges submit the files they have to verify that the following documents are kept promptly - Brochure, communication letters, Registration details (if applicable), participants list, Certificate, programme reports, news published in the newspapers and other media, video recording of the programme, photos etc.

It was also reminded that there should be care in the preparation of news given to the media on the programmes. All news items should not be in the similar wordings. As the news is given to the Local TV Channel they shall telecast - and we give the 'clipping' of that, which can be kept as a valid document.

At this point, it was reported that the Principal that all such clippings given



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by the media people for the last 2 years  
to Dr MJP case suit submitted by him  
to the college. This information is shared by the  
media people.

### Internship, 2020

The internal informations regarding BEd  
internship 2020 of MA University and Calicut  
University were reported in the Council.  
The principal informed the Council that she has  
prepared a letter stating the problems at present  
regarding internship and the strategies  
alternated to the existing one which will be  
sent to the Vice-Chancellor and the Registrar  
of Kannur University.

\* It was decided in the Council that-  
PKM's stand on internship should be:  
(1) Student-teachers also shall be made a  
part of 'the school education online making  
use of the existing systems at schools.

\* Internship is to be allowed, as per the convenience  
of students in the COVID-19 context.

\* The B.O.S members from PKM should take  
initiative in bringing out a positive decision in  
these lines, in the B.O.S meeting to be  
conducted shortly.

\* From 6<sup>th</sup> July onwards we may move  
forward as per the existing guidelines  
till we get a clear cut direction from the  
University or Apex bodies.

### Action Research and Case Study

All students at PKM have to do both  
Action Research and Case Study during internship.



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Action Research shall be guided by Optional teachers and Case Study by the General Education faculty. There is the Prachium only one of these is to be taken for giving marks. The examination committee shall finalize the marks.

#### Previous meeting decisions - review:

\* Reports & programmes are to be submitted by in charges by 30/6/2020.

\* 2019-20 criteria-wise AAR draft also is to be submitted by 30/6/2020 and finalisation is to be done after discussion in groups. In an enquiry of how far these decisions are put-to practice it was revealed that nobody has completed the works.

#### Pending works.

Pending works Submitted AAR, editing, completion is to be on 2nd July 2020

Since pending works are remaining as pending work it was strictly reminded that all pending works should be completed by July 15th without fail utilising the time given effectively including website updation. The ultimatum shall not be extended at any cost.

#### Proposals for Projects:

It was reminded that proposals for different projects that can be submitted to various agencies, are not submitted by faculty members, so far. List The Librarian reminded all the members that the list is activated and updated and all are asked to make use of the facility.



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It was exhorted that all teachers have to take efforts to collect at least 10 books each to contribute to the library. It was also asked to undertake projects so that books can be purchased as part of that and at completion of these projects the books purchased can be added to the college library stock.

#### Platform for online classes.

It was informed that 'Microsoft Teams' shall be the platform for online classes at PKM. Dr Prasanth Mathan summarised the details & the possibilities of introducing Teams and his sharing of the experiences at Madgiri school by the Vice-Principal of the school. Dr Shaly Joseph is entrusted with the responsibility of the working 'app' for working out at PKM. She is allowed to contact Dr Abin Jose (Student of P.S., who has made the initial efforts of using the app) and for further details. Assistance if needed, teachers are allowed to contact Dr Abin Jose.

#### A service related matter.

All members are reminded by the Principal to take care of their service abiding by all the Govt. orders with regard to service related matters. It was also mentioned that in this matter, the college and the authorities shall not be put into helpless condition.

#### Dr PM's leave

The Council was informed by the Principal that Dr Prasanth Mathan the Vice Principal is on LNA for 92 days from July 1<sup>st</sup> onwards. Dr PM was asked to entrust Dr Srij Joseph the duties and responsibilities of RUSA during his absence. Dr Srij Joseph is entrusted with the handling of files, handled by Dr PM.

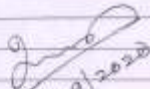


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\*photos: It was reminded that the photos of different programmes kept in various folders are to be arranged in such a way that all the relevant snaps should be arranged in a feasible and judicious manner. Unwanted and vague photos are to be deleted and the album is to kept in a neat and tidy manner. And this work should be completed shortly.

The fact that in many other colleges, teachers are attending college on all days is also shared in the meeting.

After a long discussion of 170 minutes, the meeting was concluded by 12:50 pm.

  
22/09/2020



Dr REKHA . R . R



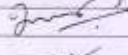





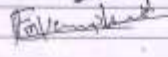
  
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SREEKANTHAPURAM, KANNUR DIST., 670631

20-03-2021

2:00 pm

- Agenda:
1. Academic year closing
  2. Planning of next academic year
  3. Any other matter

Members present:

Dr Jessy NC	
Dr Rekha KR	
Dr Veera Appakuttan	
Dr Shaly Joseph	
Pr. Carolind	
Sri John PT	
Dr Sinej Joseph	

Decisions:

For submitting the internal marks the following schedule is fixed by the Council.

III Sem internal → 27/3/2021

IV Sem internal → 31/3/2021

I Sem → before 30th April/2021

For EPC I, all optional teachers are to submit a priority list of students for higher scores to RKR the faculty in charge of EPC I before 31/3/2021



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- \* Since it is academic year closing all responsibilities assigned to the members for the year are to be completed and reports shall be submitted including that of various committees.
- \* Since this year the Librarian is retiring from service, the Library Advisory Committee should verify the stock of the library and the report of the same should be submitted to the Principal. The Librarian is expected to give an explanation letter to the Principal who for the queries to be answered, if any based on the report submitted by the library advisory committee.
- \* The Head Accountant is already informed of the report to be submitted regarding the financial aspects to be closed w.r. to library.
- \* The AAA Committee is reminded to submit the Academic administrative audit report (Internal audit) by 31/3/2021.
- \* The Finance Committee is also asked to complete the Internal audit and submit the report by 31 March 2021.
- \* Jubilee A/c : The Jubilee Finance Committee is asked to close the jubilee accounts and the whole accounts are to be presented before the entire staff members and get it audited by 31/3/2021.
- \* The cumulative special fee account shall be utilised for the following heads:
  - (1) purchase of table/chair
  - (2) purchase of library books and
  - (3) ICT equipments
  - (4) maintenance of canteen.



  
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 INDIA

- \* For the University examinations to be held in April and May, duty shall be allotted to teachers and duly intimated.
- \* The Finance Committee is authorised to prepare a budget for the next academic year.
- \* The Calendar Committee is asked to prepare the draft calendar for the next academic year by 31<sup>st</sup> March 2021.
- \* The jubilee Souvenir works are to be completed at the earliest.
- \* The Retirement function of the Librarian John P.T. is on 22/3/2021. Dr. Veena, the faculty in-charge of the function briefed the programme.  
It was informed that the II year students are invited for the function. Refreshments shall also be provided for those who attend the function.
- \* The photo session of II years shall be on 25/3/2021 as fixed earlier.
- \* Staff Association Meeting shall be convened on 31<sup>st</sup> March during which the office bearers for the next academic year shall be selected.
- \* On 30<sup>th</sup> March Staff Council shall convene a meeting, depending on the timing of the University exams, the timing shall be fixed.



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DR. REKHA K.R.

1<sup>st</sup> June 2021

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Agenda: 2021-22 Planning

Members present

	Session 1	Session 2
Dr Jessy NC (Principal)	11.45-1.45 <i>[Signature]</i>	2.30-4.35 <i>[Signature]</i>
Dr Pradeesh Mathew (Vice Principal)	<i>[Signature]</i>	<i>[Signature]</i>
Dr Rekha KR (Secretary-Staff Council)	<i>[Signature]</i>	<i>[Signature]</i>
Dr Nazeem J Pillai		Not present
Dr Veera Appukuttan	<i>[Signature]</i>	<i>[Signature]</i>
Dr Shady Joseph	<i>[Signature]</i>	<i>[Signature]</i>
Ms Jannet Jose	<i>[Signature]</i>	<i>[Signature]</i>
Dr Binaj Joseph	<i>[Signature]</i>	<i>[Signature]</i>
S. Carolin	<i>[Signature]</i>	<i>[Signature]</i>

Decisions:

Staff Council Secretary: Dr Rekha KR has been re-elected as the Staff Council Secretary for the academic year 2021-22.

Time table for 8<sup>th</sup> sem classes: Ms Jannet Jose is entrusted to prepare the draft of the time table.

*[Stamp]*  
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KANNUR DIST., KERALA

with TWO LIVE CLASSES each day, 10 hrs live classes, 15 hours not live including P.Eds and 'EPC', are to be there.

\* Online class report is to be submitted as weekly reports to the mail id created for the purpose. Mr Sheela Simon sheela@pms.rajivgandhiuniversity.ac.in can be approached to get assistance for taking prints as well as for other digital matters.

\* Sr Christina shall be the assistant to Principal and she should not be approached by other staff members for digital assistance.

\* Dr Shobly Joseph shall be the academic monitor for June 2021. The Academic Monitor for each month shall look into the supervision of all academic activities without fail. The online class reports in print shall be submitted by the Academic Monitor to the Principal promptly.

\* Calendar for the year

ifc for the calendar shall be Dr Veena Appukutty. The pending calendar is to be brought out alongwith the present year's.

\* 'OPPAM' programmes should be duly included in the present year's calendar. The COVID INTERVENTION PROGRAMMES are chalked out very clearly and due weight shall be given to these programmes.

\* on 2nd June inauguration shall be conducted by Prasanna Nathan shall be the ifc for hosting the online inauguration meeting.



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KATTAPPANAD, P.O. NADAPPAM

\* class timing : The Council agreed to have the classes from 9:30 am to 3:30 pm providing the option for selecting the class time for student teachers.

\* Environment Day Observation : Ms. Dorset Jose presented the detailed plan of conducting the observation.

The idea of restoring a forest in the campus was shared. Dr. Sreejith Joseph was entrusted to procure fruit trees to be planted on the day by the PKM Staff Association.

\* Programmes for June 2021

Reading Day :/c Dr. Caroline

Dr. Caroline proposed an activity related to the Editorial Reading and Publishing it on the occasion.

Yoga Day :/c Dr. Sreejith Joseph

Dr. Sreejith Joseph proposed a yoga day for the PKM. It was highlighted that for all day observation programmes should be organised which go in tune with the Maha Project of the college - Next Gen to @PKM.

\* Teachers were reminded of the formalities to be kept during the with regard to the conduct of all programmes. Faculty shall be the link in between the Principal and the students, in this respect.

\* During this academic year different webinars, conferences, surveys and workshops shall be organ

\* Student Council :  Student



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THRISSUR DISTRICT, KERALA

Council shall be formed to lead the a-quasi-annual activities. V. SRK shall be the Staff Advisor.

COVID Force: An institutional Committee can be ~~formed~~ reconstituted for covid related activities. Volunteers from students can be selected. Optional role for activities like Survey etc.

\* Mentoring Committee: As formed in the previous year, for this batch also mentoring committee shall be formed.

'OPEN HOUSE' - a new venture shall be introducing this year.

\* The Council exhorted the faculty members to procure additional digital skills and upgrade themselves and involve in the activities of the college more and more.

\* Class PTA's should be convened during the second week of June, online.

\* Commemoration of Bishop Kuriakose Kunnisseriy shall be done on 14<sup>th</sup> June. Dr. Jose James shall give the commemorative address.

\* SSR preparation: All members are to involve in the process dutifully. John PT the coordinator shall be asked to help us in this regard.

\* COVID KIT: details of the provided kit and the already distributed kit details as well as the further plans were detailed

Session II

at 2:30 \* On the kit Vaporiser, thermometer and pulse oximeter are damaged. One kit can be kept at the college for use.

The materials to be given to the Municipality (masks/sanitiser/vaporiser) can be through Dr. KV Philip the Chairperson. Help desk activities were also detailed -> Sanitiser to Police station / people as medical aid to 5 individuals / food kit to children affected with Anemia.



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\* Vaccine Challenge: The tenant agreed to donate one lakh amount on the already out salary to CMDRF as Vaccine challenge support.

As Psychological support counselling providing was discussed. In the brochure saying ID card must be given. In that Task force 10 students of 2020-22 batch from different districts can be included.

Food Kit: Staff members shall contribute different food items and give to different orphanages and such institutions like Pratyaksha bhavan / Anshu bhavan and Yashwanth.

\* College library: Since the college librarian has retired from service the charge of the library is presently taken by the Principal. Fr. Anj Joseph voluntarily accepted the interim charge of the library and he shall supervise the issue of library books to teachers. Issue of books is to be done by Sulamma Tobay, the library asst.

\* IT class: For the live classes students can be asked to switch on the video during classes. Teachers were exhorted to be vigilant with respect to the papers in handling the syllabus.

\* The structure of Student Council shall be as follows

- Student Council president -
- " " General secretary
- 4 Co-ordinators
- Sports Co-ordinator
- 6 optional representatives

The meeting ended at 4:25 pm

01/06/2021



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SHIKHANDAPURAM, KANNUR DT., 67031

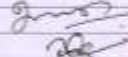

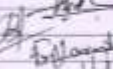


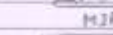
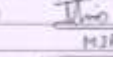
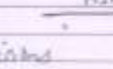
2022-23

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① Staff Council Meeting held on 1<sup>st</sup> June 2022 2:30pm

Agenda:- Responsibilities/Calendar/Programs etc

Members present for the meeting

- Dr. Jesy N.C. 
- Dr. Veena Appukuttan 
- Dr. Ramdas N. 
- Dr. Sakthi K.R. 
- Dr. Sree Joseph 
- Dr. Shaji Joseph 
- Dr. Camille Wilson George 
- Dr. Maya J. Allen 

Discussion and Decisions

- \* Responsibilities to faculty members shall be the same as that of the year 2021-22.
- \* Dr. Veena has represented her difficulties in continuing as ISAC Co-ordinator. She has asked to take up that role, the Principal shall talk to the Manager and arrive at a decision later.
- \* Preparation of the calendar shall be led by Dr. VA.
- \* Environmental Day Observance on June 5<sup>th</sup> under the leadership of Ms. Vinaya.
- \* Bishop Kanassey Commemoration shall be celebrated either on 11<sup>th</sup> or 15<sup>th</sup> of June according to the convenience of the non-Avaran staff. Fr. Joy can be invited on that day as in the past he as Fr. Manager, and he can be assigned the duty of the commemorative talk.



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- \* Reading Day shall be observed on 16/6/22 in the online mode, in the context of the 1<sup>st</sup> semester exams commencing on 21<sup>st</sup> June 22.
- \* From June 16<sup>th</sup> onwards, study leave shall be given for the 1<sup>st</sup> sem exams to be held from 21/6/22 to 27/6/22.
- \* International Yoga Day shall be observed on 21<sup>st</sup> June.
- \* on 16<sup>th</sup> or 17<sup>th</sup> a staff enhancement programme shall be conducted.
- \* class timing shall be 9.30 - 4.30 pm.
- \* As per calendar (academic) of the Kannur University the 2<sup>nd</sup> semester shall be from Sept 12 onwards. So in August itself the model examination for 2<sup>nd</sup> semester is to be conducted.
- \* Oram celebrations shall be on 2<sup>nd</sup> Sept 22.
- \* The different activities organised by the departments and clubs etc shall be restricted to Wednesday or Thursday etc. One take a arrangements in a better way. All faculty members are expected to maintain due formalities in conducting programmes.
- \* The Time table circulated by the Principal is to be feedback is to be provided by all faculty.
- \* Field Trips: If practically possible field trip can be arranged for the optional class.



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- \* For the EPC 2 Workshop, it was decided that the expenses for the conduct of the workshop can be collected from among the students, as in other colleges.
- \* For the 'Laptop for All' Project a fund of Rs. 45000 has been collected. One or two deserving students from each optional class shall be nominated by the teachers concerned.
- \* Pragy: In the context of the offline schooling content whether the Learning Academy Pragy to be continued or not, is to be decided.
- \* For the 2020-21 AQAR Uploding, the instructions given by Dr VA is to be observed and the process is to be completed. After that 2021-22 AQAR shall be thought of.
- \* It is to be particularly noted that for taking the hard copy of different pedagogical work no expenses shall be levied upon the students. Soft copies shall do.
- \* Principal made it clear that she is not ready to involve in the complication regarding the submission of the books and devices accrued as part of the NRP, of Dr Shy Tej, which was not submitted timely.
- \* On the verification of documents related to the promotion of faculty members, the team shall comprise of Dr RKR, Dr VA and Dr M.
- \* For the academic year 2022-23, Dr RKR shall be the in charge of students.



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THRISSUR DISTRICT, KERALA

After detailed discussions, the meeting was concluded by 5:00 pm.

*[Signature]*

01/06/2022

Dr REKHA K.R

② Meeting held on 4<sup>th</sup> July 2022 without prior notice.

*[Signature]* *[Signature]* *[Signature]* *[Signature]*  
JNC RKR MJP VA SSK SJ + Vignaya

① M.Ed Internship: Since the information regarding Internship for 20 students from the central university, Kerala is not yet, for making proper arrangements for the smooth functioning of the same Dr RKR is given the charge. It was decided that one hour per day can be assigned for the interns. In the Pedagogic Studies category, some general topics in relation to Assessment and Test Construction and in the Core paper category some units from Psychology can be given.

② There was a discussion on whether national/international seminar/conference can be organised for the college this year. Final decision was not taken.

③ Staff Editor for 2021-22 is Dr Prasanna Mathan.

04/07/22

*[Signature]*

Dr REKHA K.R



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
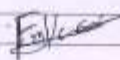
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01/06/2023

2.45 pm

Agenda : \* 2022-24 Academic Year  
\* Duties & responsibilities

Members Present:

Dr. Jessy N C	
Dr. Prakash Mathew	
Dr. Rekha K R	
Dr. Mary J Pilai	
Dr. Veena Appukuttan	
Dr. Shaly Joseph	
Mrs. Jomol Jose	
Dr. Sinej Joseph	

Discussions & Decisions:

\* Semester beginning & ending

The II Semester (2021-22) ending by July 2022.

I Semester (2022-24 batch) ends by 19/07/2023  
and the III Semester begins from 29/07/2023  
and ends by 30/11/2023.

The IV Semester (2022-24 batch) starts from 01/12/2023

\* Special Activities of June:

5th - Environmental Day



  
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14/06/23 → Bishop Kunnassery Commemoration Day  
(But as per the convenience of the management the day shall be observed respectfully on any day decided later).

19/06/23 → Reading Day

21/06/23 → Yoga Day

\* Model exams & Study leave: Tentatively fixed as

4<sup>th</sup> Sem → <sup>14-21</sup> Model exams  
June 24-30 Study leave.

[ University exams starts from 03/07/2023.

5<sup>th</sup> Semester → June 26-30 → model exams  
July 04-11 → Study leave  
University exams begins on July 12

Qn. Paper submission: By 10/06/2023, the question papers for model examinations are to be submitted by faculty.

\* Classes on Paper on Assessment: It was decided to seek the presence of Dr. M.P. Arden for a class on Assessment focussing on test construction and statistical analysis, to all the options in general.

\* The possibility of handling the paper as in house seminars by the PRTs/faculty was also discussed.

\* EPC on ICT: The valedictory session of the 'Redmi' classes on ICT shall be arranged on 09/06/2023 for the 4<sup>th</sup> semester students.

\* Updated profile: A detailed updated profile of the outgoing students is to be collected shortly.



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VARADACHARIYAM, KANNUR DT., 670631

Which an introduction and directions shall be provided by the NAAC Co-ordinator or V.A.

\* Selection of outgoing students for NAAC visit

A group of three or four students from each optional shall be selected for helping the NAAC work of the college.

\* Visiting students' homes. The possibility of visiting the homes of the outgoing students by the faculty was thought of.

\* Value added courses.

The attendance of the value added courses is to be kept on record.

\* Internship: Internship should be started by August and the pre-practice sessions shall be arranged just after the Ekam examinations.

\* In view of the 3rd cycle NAAC visit, the NAAC Co-ordinator shall address the students quite often regarding various issues.

\* 'Azadi Ka Amrit' Activities should be conducted in between incorporating martial arts training for self-defence.

\* Structure of College Council and the purchase committee is to be fixed based on enquiries in different colleges.

\* The Principal, Dr P.S. DVA and S. Chitra shall attend the training on LMS on 02/06/23.



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### \* Duties and Responsibilities of Faculty:

The 2022-23 structure of the duties and responsibilities shall be maintained as such for 2023-24 also.

\* College Calendar: Before the first year admission college calendar for the academic year shall be prepared.

\* Strengthening of Curricular activities: Curricular plan for each class is to be fixed looking into the areas to be strengthened in the plan content, in view of the NBAE visit.

\* Appreciation to members: The faculty members are appreciated for the work done during May in view of the SSR preparation and NBAE.

\* NBAE Co-ordinator Dr VA is specially congratulated for coordinating the NBAE.

\* Dr PM's contributions in preparing the structure for various templates and organizing the works done already are specially acknowledged.

\* The commendable contribution by Dr Binuj Jose in the area of Campus development is highly praised and appreciated.

The meeting was concluded by 3:50 pm.

Drms  
8/6/23



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THREKANDAPURAM, KANNUR DT., 670601

Dr. Rekha K R

## Anti-Drug Committee-Minutes

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PKM COLLEGE OF EDUCATION MADAMPAM

Date 15.06.2018

### AGENDA

- \* Formation of committee.
- \* Create awareness among teacher students about anti drug activities.
- \* Explain action plans.

### DECISION MAKING

PKM college of Education Madampam decided to plan and implemented the following programs as part of anti drug activities.

21.06.2018	International Yoga Day
11.07.2018	Awareness class
23.08.2018	Flash Mob

### ACTION TAKEN

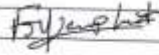
As a part of anti drug activities PKM college Madampam 21.06.2018, 11.07.2018, 23.08.2018 conducted International Yoga day, Awareness class and Flash Mob respectively.



  
PRINCIPAL  
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KAITHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KANNUR DT., 670631

PARTICIPANT LIST.

Dr. Sinaj Joseph



Dr. Jessy N.c



Dr. Rekha.K.R



Dr. Veena Appukuttan



Dr. Prasanth Mathew



Gokula.c (Student coordinator)



Anjana K.c



Neenu Stephen



Jabisa.K




Aparna Francis



Sujina T.V



Athira P.K


  
 PRINCIPAL  
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 SREEHARENDRAPURAM, KANNUR D.T., KERALA

AGENDA

Date: 11.07.2018

- \* Discussion and Evaluation of previous activities.
- \* Deciding on Field trips related to location ep day.
- \* Planning programs involving the public.

DECISION MAKING

As a part of anti drug activities PKM college of Education Madampam has decided to Plan and implemented the below programs.

7.08.2018 Public meeting against drug addiction.

12.10.2018 conducted a Field trip to Kannur University.

11.11.2018 Electoral library club quiz competition.

ACTION TAKEN:

As a part of anti drug activities PKM college Madampam organized a public meeting against drug addiction in Madampam town on 7.08.2018, 12.10.2018 conducted a Field trip to Kannur university under the leadership of physical education department and organize a quiz competition on 11.11.2018 under the library and electoral club of the college.



*[Signature]*  
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PARTICIPANT LIST

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Dr. Prashanth Mathew.

Neenu T.C (Student Coordinator) 

Thulasi M.B



Mimitha Jose



Ranya Sree MV



Sasika chacko



Ranya Ragavan


  
 PRINCIPAL  
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 SREEKANATHAPURAM, KANNUR DT., -670631

AGENDA

Date: 12.12.2018

- \* Review of PHE Programs.
- \* Discussion regarding Physical Trip.
- \* Presentation of Prized to winners of Quiz competition.
- \* Conduct of seminars on Participation and Sports competition.

DECISION MAKING

As part of anti drug activities PKM college of Education Madampam has decided to plan and implemented the following action plans.

15.01.2019 Anti drug seminar

21.01.2019 Table tennis championship.

7.02.2019 Annual Athletic Meet.

ACTION TAKEN

As a part of anti drug activities PKM college organized anti drug seminar on 15.01.2019 and on 21.01.2019 participated table tennis championship and Annual Athletic Meet on 7.02.2019.



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 PRINCIPAL  
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PARTICIPANT LIST

Dr. Sinej Joseph



Dr. Sessy N.C



Dr. Prasanth Mathew



Harsha A.T (student coordinator)



Anjali C.K



Abhira K



Rasina T



Gibi Babu



Snuthi C.K



Mahima K




  
 PRINCIPAL  
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 KATTRAPPAM P.O. MADAMPAM  
 SHEKANDIPURAM, KANNUR DT.-670631

AGENDA

Date: 20.02.2019

- \* Discussion and Evaluation of seminar.
- \* Presentation ~~of~~ report on sports competition.
- \* Discussion of arrangement related to visit of sports persons.

DECISION MAKING

As a part of anti drug activities PKM college of Education Madampam, has decided to plan and implemented following programs.

11.03.2019 Kannur University Volleyball championship.

26.04.2019 National players visiting our PKM academy.

ACTION TAKEN

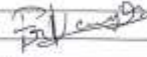
As a part of anti drug activities PKM college of Education Madampam organized Kannur university Volleyball championship and National players visiting our PKM academy on 11.03.2019 and 26.04.2019 respectively.



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 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADAMPAM  
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PARTICIPAN LIST

Dr. Sindu Joseph



Dr. Jessy N.c



Dr. Veena Appukuttan



Dr. Prasanth Mathew



Nithin Jose (Student coordinator)



Sujina T.V



Aparna Francis




Sowparnika . J



Harika Mal P.P



Arya Prerna Jy P.K


  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATTAPPURAM P.O., MADANGAM  
 THRISSUR DISTRICT, KERALA

35 Date: 5-06-2019.

### AGENDA

- 2018-19 report presentation and discussion
- Committee formation
- Explanation of action plans for 2019-20.

### DECISION MAKING

PKM college of education, Madampam has decided to plan and implement the below programmes as part of anti-drug activities.


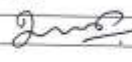






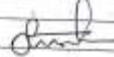



- 21-06-2019 - International Yoga day.
- 30-07-2019 - Talent's day.
- 29-08-2019 - National Sports day celebration.

### ACTION TAKEN

As a part of anti-drug activities PKM college of education madampam organized a yoga class on 21 June 2019 on the occasion of international Yoga day. Conducted talent day on 30 July 2019, and organized national Sports day on 29 August 2019.



  
PRINCIPAL  
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KATHAPRAM P.O., MADAMPAM

PARTICIPANT LISTDr. Sinoj Joseph (Convener) Dr. Jessy N.C (Principal) Dr. Prashant Mathew Dr. Rekha. K.R. Dr. Veena Appukuttan Sis. Karunya Jomal Jose (student coordinator) Vishnu P.S. Arsha. M. Bijila. K.K. Anju A. Sanaeja P.P. Swathi. C.V. Abin Jose (student rep) 

  
 PRINCIPAL  
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 KUTHAPRAM P.O., MADAMPAM  
 SREEKRISHNAPURAM, KAVERI DT., 618511

Date: 15-09-2019

AGIENDA

- Regarding the presentation of street drama.
- Regarding the conduct of previous programmes.
- Evaluation of passi seminars.

DECISION MAKING.

As a part of anti-drug activities PKM college of education madampam, decided to plan and implement the following programmes.








- 28-09-2019 Fitness and health programme.
- 16-10-2019 Drug abuse seminars.
- 19-11-2019 street drama.

ACTION TAKEN.

As per part of anti-drug activities PKM college of education, Madampam 28-09-2019 organized fitness and health programme, 16-10-2019 organized a seminar on child-drug abuse and 19-11-2019 organized street play against drug abuse in madampam town.



*[Signature]*  
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PARTICIPANT LISTDr. Jerry N.C (Principal) Dr. Singj Joseph (convenor) Dr. Rekha K-R Dr. Sholy Joseph K. Dr. Veena Appukuttan Sr. Kasunya (Mineral Simon) Sruithi Ramesh Ambika Joseph Abin Jose 
  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MUVAATTAPUZHA  
 SREEHANGALURU, KANNUR DT - 670631

39

Date : 13/12/2019

## AGENDA

- \* Overview of Previous Programs
- \* As a part of anti drug activities related to Conduct Sports Competition

## DECISION TAKEN

P.K.M. College of Education Madampam has decided to plan and implement the following activities on

20-12-2019	Annual sports meet
15-01-2020	Anti drug Seminar
06-01-2020	Peravoor Marathon winners

## ACTION TAKEN


As a part of P.K.M. College of Education Madampam Annual Sports meet, Anti drug Seminar and Peravoor marathon winners are conducted on 20-12-2019, 15-01-2020 and 06-01-2020 respectively.


## PARTICIPANT LIST

Dr. Jessy N.C [Principal] 

Dr. Prasanth Mathew 


Dr. Rekha . K R


Dr. Shaly Joseph . K 

Sr. Karunya [Minima! Sion]  Mini



PRINCIPAL  
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Rahul. K [Student Coordinator] 

Sneha. K 

Jain James 



PRINCIPAL  
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KATHAPPARAM P.O., MADAMPAM  
SREEKANDHAM, KANNUR DT., 670631

Date : 26-12-2020

AGENDA

- \* Discussion and Evaluation of previous programs
- \* Location, Date participation related to implement tracking
- \* Decision making in the class related to health care

DECISION MAKING

As a part of anti drug activities P.K.M College of Education Madampam decided to conduct and implement the following action plans

03-03-2020 - Ranipuram Tracking

06-03-2020 - Health awareness class







ACTION TAKEN

P.K.M College of Education Madampam conducted Ranipuram Tracking and health awareness class on 06.03.2020 as a part of anti drug activities.



  
 PRINCIPAL  
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 KATHAPRAM P.O., MADAMPAM  
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## PARTICIPANT LIST

Dr. Jessy NC [Principal] Dr. Shaly Joseph Dr. Resha K R Dr. Veera Appukuttan Minamol Simon (ex-Karunya) Mandhala B-P Ansha - M Aneta - P 
  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADAMPAM  
 SREEKANDAPURAM, KANNUR DIST., PIN-691311

2020 - 2021

Minutes-1

Date: 17/7/2020

Agenda

- \* Committee formation
- \* 2019-20 year report presentation discussion
- \* 2020-21 year action plan explained

Decision Making

As a part of anti drug activities P.K.M College of Education Madampam decided to implement the programs planned below:

15/8/2020 - Fit India Movement

29/8/2020 - National Sports Day online.

Action Taken

As part of Anti-drug activities P.K.M College of Education Madampam Organized Fit India Movement on 15/08/2020 and National Sports Day (online) on 29/08/2020 respectively.

Participant List

Dr. Jessy N.C (principal)

Dr. Sinaj Joseph (convenor)

Dr. Veena Appukuttan

Mrs. Jamal Jose



PRINCIPAL  
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Mr. Toby Mathew *Toby*

Alex Baby (Student Co-ordinator) *Alex*

Anjali . P *Anjali*

Jisna Baby *Jisna*



*[Signature]*  
PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KATHAPPAM P.O, MADAMPAM  
SREEKANGADURAM, KANNUR DIST. - 670531

Date - 16/08/2020

AGENDA

- \* Overview of previous programmes.
- \* Related to Seminar Conduction
- \* Related to online speech Competition.

Decision Making

As a part of Anti drug activities P.K.M college of education Madampam has decided to plan various programmes.

8/09/2020 - Anti drug Seminar

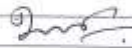
11/11/2020 - Online speech Competition

Action Taken

As a part of antidrug activities P.K.M college of education Madampam organised a Seminar programme and online speech Competition.

Participants List

Dr. Jessy Ne (principal)



Dr. Sinaj Joseph (convener)



Dr. Veena Appkuttan



Mrs. Jomal Jose



Mr. Joby Mathew



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O, MADAMPAM  
 SHEKHANAPURAM, KANNUR DT., KERALA

Minimal Simon	<u>Mini</u>
Arun shaji	<u>abd</u>
Nirga Joseph	<u>Nirga</u>
Anusree . M	<u>Anusree</u>



*[Signature]*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATTHAPPAM P.O., MADAMPAM  
KOTTAYAM DISTRICT, KERALA

Date: 29.01.2021

HT AGENDA

- Evaluation about previous programmes.
- Related to sports conducted

Decision Making

Related to anti drug campaign PKM college has decided to plan and implemented various programs.


25.02.21 — zumba dance programme


27.02.21 — Thing war.


Action Taken


As a part of anti drug campaign our college has organized various programs like zumba and thing war.


Participant list

Dr. Jessy Nc (Principal) 


Dr. Sinoj Joseph (Convenier) 


Dr. Veena Appukuttan 

Mrs. Tomal Jose 

Mr. Soby Mathew. 




  
PRINCIPAL  
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Arun philip (Students coordinator) 

Arun shaji 

Aparna. V 

Mastya baby. 



  
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KATHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670631

Date: 10.03.2021

AGENDA

- \* Evaluation of previous programs.
- \* Related to the participation in sports.

DECISION MAKING

As a part of anti drug campaign PKM college of education Madampam decided to plan:

27.03.21 — Kannur University shuttle.

28.03.21 — Kannur University Table tennis.

ACTION TAKEN

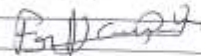
Related to anti drug campaign programs PKM college has organized various programs at kannur university.

Participant List

Dr. Jessy NC



Dr. Sinej Joseph



Dr. Veena Appukuttan



Mrs. Jomol Jose



Minimal Simon



Mr. Joby Mathew



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P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANDHUPURAM, KANNUR DIST., 670311

Dishna baby (student coordinator) ~~jish~~

Ansha . N ~~jish~~

Anusree . M ~~Anu~~

Aparna . D ~~Aparna~~



  
PRINCIPAL  
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KATTAPPARAM P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670531

2021-2022

Date: 9/6/2021.

AGENDA

- \* Annual report presentation and discussion for the year 2020-21.
- \* Committee formation.
- \* Explanation of 2021-2022 year action plans.

DECISION MAKING

As a part of anti-drug activities, PKM college of education Madampam, has decided to plan and implement the below programmes -


- 21-06-2021 - International yoga day.
- 29-08-21 - National sports day.

ACTION TAKEN

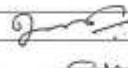
As a part of the anti drug activities, PKM college, of education, Madampam, participated in the activities of international yoga day on 21-06-2021.


Competitions were held as part of national sports day on 29-08-2021.




  
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 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAM P.O, MADAMPAM  
 SRIERANGAPURAM, KANJUR DT., -620521


## PARTICIPANT LIST


Dr. Jesy N.C. (Principal) 

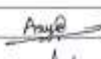
Dr. Sinaj Joseph (Convener) 


Dr. Veena Appukuttan 

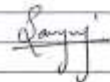
Mrs. Jamal Jese 

Minimat Simon (Co. Kazunya) 


Mr. Jajy Mathew 

Anya K.L. 

Alex Jese 

Sayaji V.V. (Stud. Rep) 



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADAMPAM  
 SREEKRISHNAPURAM, KANNUR DIST., KERALA

Date: 22/9/2021

AGENDA

- \* Overview of previous events.
- \* Related to venue and date of urja kiran
- \* Related to participation in sports competition.

DECISION MAKING

As a part of anti-drug activities, PKM college of education, Madampam, has decided to consider and implement the following points:

- 8-10-2021 - Sports training at Podikalam English medium school.
- 4-12-2021 - Urja Kiran Alex Nagar.
- 18-12-2021 - Kannur university women basketball championship.

ACTION TAKEN

As a part of anti-drug activities, sports training was given at PKM college of education, Madampam, 8-10-21 podikalam English medium school, or 4-12-21 as part of anti-drug campaign at Alex Nagar an anti drug message was given, also participated in Kannur university women basketball championship.



PRINCIPAL  
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KAITHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., KERALA

## PARTICIPANT LIST

Dr. Jessy . N. C (Principal) *Jessy*

Dr. Simon Joseph (convenor) *Simon*

Dr. veena Appukuttan *veena*

Mrs Jamal Jase. *Jamal*

Minimol Simon (Sr. Karyiya) *Mini*

Mr. Jacob Mathew. *Jacob*

Jamal Jay *Jamal*

M. Anu manija (Stud. Rep) *Anu*

maneesha - P. *maneesha*



*Jamal*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATTAPPURAM RD, MADAMPAM  
SREEKANTHAPURAM, KANIYAPURAM DT., 670531

## AGENDA

Date: 28/10/2021

- \* Evaluation of Previous Programs
- \* Regarding Participation in Sports Competition

## DECISION TAKEN

As a part of anti-drug activities, P.K.M. College of Education Madampam has decided to plan and implement the below programs.


11.02.2022 - Kannur University Table Tennis


26.02.2022 - Kannur University Volleyball


## ACTION TAKEN


As part of anti-drug activities, P.K.M. College of Education Madampam participated in Kannur University Table Tennis on 11.2.2022 and Kannur University Volleyball Competition on 26.2.2022.

## PARTICIPANT LIST

Dr. Jessy N.C. [Principal] 

Dr. Sijoj Joseph 

Dr. Veena Appukuttan 

Mrs. Jomel Jose 

Mr. Shy Joby Mathew 



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
MADAMPAM P.O., MADAMPAM  
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Sayaji . v v

*Sayaji*

Haritha Jose

*Haritha*

Maneecha . p

*Maneecha*



*[Signature]*  
PRINCIPAL  
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KATHAPPURAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DT., KERALA

## AGENDA

Date : 12/02/2022

- \* Overview of Previous Programs
- \* Regarding participation in Sports Competition
- \* Regarding date, place of trekking

## DECISION MAKING

P.K.M. College of Education Madampam has decided to plan and implement below programs as part of anti-drug activities

03.03.2022 - Kannur University Athletic

08.03.2022 - Kannur University Throwball

26.03.2022 - Trekking Program at Ranipusam

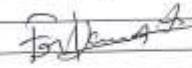






## ACTION TAKEN


As part of anti-drug activities, P.K.M. College of Education Madampam participated in Athletic meet on 3.3.2022 and Kannur University Throwball Competition on 8.3.2022. Trekking to Ranipusam was conducted on 26.03.2022.



*[Signature]*  
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P.K.M. COLLEGE OF EDUCATION, MADAMPAM

## PARTICIPANT LIST

Dr. Jessy N C [Principal] Dr. Sreej Joseph [Convenor] Dr. Vreeda Appukuttan Mrs. Jeeva Jose Mr. Joby Mathew Subaira N Anamol A M Anand Ravi 

  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAM P.O., MADAMPAM  
 SREEKRISHNAPURAM, KANNUR DT., -670321

2022-2023

Date - 8/06/2022

Agenda

- \* Formation of Committee
- \* Annual report presentation discussion on the year 2021-22
- \* Explanation of Yodhav programme
- \* Explanation of Action plans On 2022-23

DECISION MAKING

As a part of Anti-drug Activities P.K.M. College Madampam has decided to plan and implement programmes

06-2022	Ividam Laharivimuktham
07-2022	Anti Drug sports Competition
08-2022	Goal challenge.

ACTION TAKEN

Related to Anti drug programs of P.K.M. College of Education Madampam I has established a Plus on "Ividam Lahari Vimuktham" on 06-2022 also conducted Anti drug sports Competition and Goal challenge 07-2022, 08-2022 respectively.



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SHIBKANDAPURAM, KANYAKUMARI - 620031

PARTICIPANT LIST

Dr. Jerry M (Principal) *Jerry*

Dr. Sinoj. Joseph (convenor) *Sinoy*

Dr. Veena Appukuttan *Dr. V*

Mrs. Journal Jose *J*

Minimal Simon (Sr. karunya) *msi*

Mr. Joby Mathew *J*

Zia. R *Z*

Sreethu. M *S*

Hariprasad. N *H*



*Jerry*  
PRINCIPAL

P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
KANYAKUMARI DISTRICT, TAMIL NADU - 620631

Date: 13/09/2022

## AGENDA

- \* Evaluation of previous programs
- \* Regarding public participation programs
- \* Explanation of Yodhav Anti Drug programs

## DECISION MAKING

As a part of Anti Drug program P.K.M college of Education Madampam has decided and implement the following programs.

14-10-2022 Yodhav Anti drug logo

16-10-2022 Anti drug debate

21-10-2022 Awareness Campaign

01-11-2022 Human chain and Flash Mob.


## ACTION TAKEN

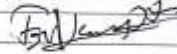
As a part of antidrug program at P.K.M College Madampam made anti drug logo on 14-10-2022 and also conducted anti drug debate on 16-10-22 awareness campaign on 21-10-2022 and Human chain and Flash Mob; on 01-11-22 respectively.





*[Signature]*  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADAMPAM  
 SREEKANDAPURAM, KANCHIPURAM DT., TAMIL NADU


## PARTICIPANT - LIST

Dr. Jessy NC (Principal) 


Dr. Srij Joseph 


Dr. Veena Appukuttan 

Mrs. Jemol Jose 

Mr. Joby Mathew 

Anagha - k 

Atchay - G 

Angitha - A 



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KUTHAPRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DT., 670631

Date: 22.11.2022

AGENDA

- o Evaluation of previous programs.
- o Regarding of conduct of Rally and street play.
- o Preparation of Kid's Fest.

DECISION MAKING

As a part of anti drug programs PKM college of Education Madampam has decided to plan and implement following programs.

13.12.2022 — Kids Fest

15.12.2022 — Street play

15.12.2022 — Anti drug Rally.

ACTION TAKEN

As a part of anti drug activities PKM college organized street play, kids Fest and anti drug rally.

PARTICIPANT LIST

Dr. Jessy Nc. (Principal)

Dr. singj Joseph (Convener)



PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KOTTAPURAM P.O., MADAMPAM  
 SREEKANDAPURAM, KANTHURU DT., -670631

Dr. Veena Appukkadan



Mrs. Jomol Jose



Mr. Joby Mathew

Minimol siman  
(Sr. karunya)

Arsha .V



Aparna pradeep P.V



Anmol Tomy



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAM P.O., MADAMPAM  
 SREEKANAPURAM, KANNIUR DT., 620621

Date: 21/02/2023

AGENDA

- o Evaluation of previous programs.
- o In connection with the competition of Yodharu anti drug activities.

DECISION MAKING


Related to anti drug activities P.K.M college of education Madampam conducted the following programs.


- 01.03.2023 - Inber B.ed Election competition.
- 02. - 2023 - Anti drug competition.
- 03 - 2023 - Yodharu news paper making.

ACTION TAKEN

P.K.M college of Education Madampam conducted various programs like Inber B.ed Election competition, Anti drug competition and Yodharu news paper making.


PARTICIPANT LIST


Dr. Jesay NC. (Principal) 


Dr. Sinoj Joseph (Convenier) 




PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DT., KERALA


Dr. Neena Appukuttan 


Mrs. Samol Jose 


Minimol Simar  
(Sr. Kasunya) 

Mr. Jolly Mathew 

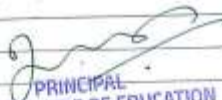
Hari Kishore (Student  
Coordinator) 

Magha V.S 

Veindha M.O 

Magha K 



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., 670631

## Anti-Sexual Committee-Minutes

ANTI SEXUAL HARASSMENT COMMITTEE

Anti Sexual Harassment Committee is formed to prevent sexual harassment on students and employees.

Objectives:



1. To ensure safe working and educational environment.
2. maintain a work and study environment free from sexual harassment.
3. To take all responsible steps to prevent sexual harassment among students and staffs.

Committee Members.

Convener : Dv Vema Appukuttan.










Members : Dv Jessy N.C. (Principal)  
Dv Prasanth Mathew  
(Vice Principal)  
Dv Rekha.KR (IQAC Co-ordinator)

Dv Shoby Joseph. K.  
Dv Binoy Joseph  
Dv Maya J. Pillai  
Minimal Simon (Office Superintendent)  
Mehin Stephen (Student)

   
PRINCIPAL  
C.K.M. COLLEGE OF EDUCATION  
KATTAPPURAM P.O., MADAMPATTAM  
KANYAKUMARI DISTRICT, KERALA

Minutes of the Anti Sexual harassment committee meeting held on 17/07/2018 at 3.30 pm at Principal's chamber.

Members Present

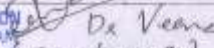
Dr Jerry N.C.   
 Dr Prasanta Mathew   
 Dr Releha K.R.   
 Dr Sholy Joseph K   
 Dr Maya J. Pillai   
 Dr Sinoj Joseph   
 Minimal Simon   
 Meeta Stephen (Student Rep)   
 Dr Veena Appukutty 

- The committee convened welcomed all members to the meeting.
- The committee noted that no complaints of sexual harassment against any staff or students has been received.
- The committee emphasised that in order to create awareness about anti sexual harassment sensitization programmes and talks are to be organised.
- The committee advised the need to increase awareness among students to against sexual harassment.

The meeting came to an end by 4.15 pm

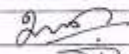






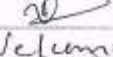


PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITIAPRAM P.O., MADAMPAM  
 SREEKANATHAPURAM, KOLLAM DT., KERALA

  
 Dr Veena Appukutty  
 (Convener)


Minutes of the Anti Sexual harassment Committee meeting held on 16/11/2018 at 4.00 pm at Principal's chamber.

### Members Present

DV Jerry N.C.   
 DV Prasanth Mathew   
 DV Rekha. K.R.   
 DV Maya J. Pillai   
 DV Sholy Joseph K.   
 DV Binny Joseph   
 Minimal Simon   
 DV Veena Appukuttan 

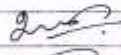
- The Committee Convenor welcomed all the members.
  - The committee concluded that there was no sexual complaints on sexual harassment during the last period.
  - The sensitisation talks and orientation programmes are very effective and no students has no complaints regarding sexual / gender discrimination.
  - The committee noted that college always practices inclusive activities in the campus.
- The meeting came to an end by 4.30 pm.





  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPPAM P.O., MADANAPAM  
 SREEKANDAPURAM, KANYAKUMARI DT., INDIA  
 Veena Appukuttan  
 Committee Convenor


Minutes of the meeting held  
on 13/06/2019 at 3.30 pm in  
the Principal's chamber.


Members Present


Dr. Jessy N.C. 


Dr. Prasanth Mathew 

Dr. Reena K.R. 


Dr. Maya T. Pillai 

Dr. Sholy Joseph K 

Dr. Sinoj Joseph 

Minimal Simon. 

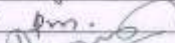
Meeta Stephen.

Dr. Veena Appukuttan 

→ The committee convened welcomed all the members.

→ The committee expressed that the sensitization activities carried out during the last academic year was very effective and no complaints on sexual harassment was received till date.

→ The committee decided to continue the gender neutral attitude and gender sensitization activities during this academic year to promote gender equality.

→ The meeting came to an end by with vote of thanks to chair.   
by 4.20 pm.



P.K.M. COLLEGE OF EDUCATION  
KUTHIAPALAM P.O., KOTTAYAM DISTRICT  
Dr. Veena Appukuttan  
Assistant Professor

Minutes of the meeting held on  
21/11/2019 at 4.00 pm in the  
Principal's Chamber.

Members Present

Dt Jessy N.C. ✓

Dt Prasanth Mathew ✓

Dt Rekha K.R. ✓

Dt Maya J. Pillai ✓

Dt Shaly Joseph K ✓

Dt Sinox Joseph ✓

Minimol Simas

Min

Meera Stephen

Dt Veera Appukuttan ✓





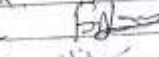
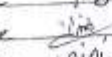
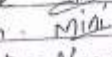
- The committee convened welcomed all the members to the meeting.
- The committee reviewed the effects of the gender sensitization activities and tasks carried out during the last semester.
- The committee noted that there is an attitudinal change among the students and no complaint or sexual harassment was received yet.
- The committee emphasized that more sensitization programmes and Anti sexual harassment talks, class on violation of fundamental rights are to be implemented during the next semester. The meeting came to an end by 4.30pm.




PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O. MADAMPAM  
SREEHANAPURAM, KOTTAYAM

Veera Appukuttan  
Committee Convenor

Minutes of the meeting held on  
17/06/20 at 2.30 pm in the  
General hall strictly under covid protocol  
keeping proper social distancing.  
Members present

Dr. Jerry N. C.   
Dr. Rekha K.R.   
Dr. Prasanth Mathew   
Dr. Shaly Joseph K.   
Dr. Sinoj Joseph   
Sr. Mininal George   
Sr. Mininal Simon 

→ (Committee Convened) Dr. Veena Appukuttan   
Committee convenor welcomed

all members to the meeting  
→ Committee evaluated the activities  
of the previous year and analysed  
the programmes carried out for  
preventing second wave on campus.

→ In the prevalent covid pandemic  
situation the cyber crimes are  
increasing and committee decided  
to plan awareness activities in  
this regard.

→ Committee decided to continue  
gender neutral activities in the  
campus to promote gender  
sensitisation attitude.

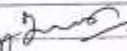






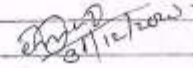
The meeting came to an end  
by vote of thanks by committee  
members Sr. Mininal Simon.



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
CHERANANGAPPUZHA, PALAKKAD DISTRICT, KERALA  
Dr. Veena Appukuttan  
(Committee Convenor)

Minutes of the meeting held on 12/10/20  
at 3-pm in the general Hall  
strictly under covid protocol keeping  
proper social distancing.

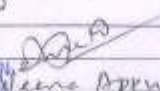
Members present:

Dr Jany A.C.   
 Dr Rajha K.R.   
 Dr Prasanna Mathew   
 Dr Shaly Joseph K.   
 Dr Sriniv Joseph   
 Sr Mammal George (Guest Lecturer)   
 Sr Mammal Simon. Mini   
 Dr Veena Appukutty 

- In order to sensitize students the committee decided to send handouts on the objectives, role & members of the committee etc
- It is decided to send the details of the website to the committee to the website to give rapid more result from students.
- It is decided to conduct gender sensitization activities on the theme like gender equality and gender justice.
- As per the guidelines of UGC the newly admitted students classes will give Personality development course to all students supported program.



PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION,  
 KATTAPPURAM P.O., MUTTAM,  
 SREEKRISHNAPURAM, MANNAR DT., KERALA

  
 Dr Veena Appukutty  
 Secretary & IASO  
 Muttam.

Minutes of the meeting held on 21/01/21 at 3 pm in the principal's chamber strictly under covid protocol keeping proper social distancing

Members Present

- Dt Derry n.c
- Dt Relana K.R
- Dt Prasanth Mathew
- Dt Shady Joseph K
- Dt Simey Joseph
- Sr Minimal George
- Sr Minimal Simon
- Dt Veena Appukuttan

- > Committee Convenor welcomed all to the meeting
- > It is decided to make the I year students aware of the functions and guidelines of anti sexual harassment committee
- > Make the students aware about the functions and guidelines of the anti sexual harassment committee for all irrespective of gender.
- > It is decided to keep the complaint box in General hall to make it more accessible to all students
- > Decided to Display the guidelines of the committee in the campus display board.
- > Committee decided to continue gender related activities in the campus to familiarise the gender sensitization programme.





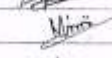

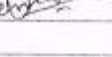
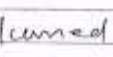


PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADHURAM,  
 SREEKANGAPURAM, KANNUR DIST., 670031

Hee convenor  
 Dt Veena

Minutes of the meeting held on 02/08/21 at 3 pm in the principal chamber strictly under covid protocol maintaining social distance.

Members Present

DV Gessy N.C.	
DV Reba K.R.	
DV Prasanth Mathew	
DV Shaly Joseph K	
DV Somy Joseph	
SV Minimal George	
SV Minimal Simon	
DV Veena Appukuttan	

→ committee convened welcomed all to the meeting.

→ It is decided to make an action plan to ensure safety of the girl students in the college campus.

→ It is decided to observe International Women's day on March 8<sup>th</sup> to spread the message of gender sensitization.

→ Make the students aware of the complaints they have the procedure to make complaints if they have any problem regarding sexual harassment.

→ It is decided to prepare a anti sexual harassment cell display board.







→ The committee noted that no complaint of sexual harassment has been received from any one.



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SHEKHARAPETA, KANNUR DISTRICT, KERALA

committee convenor  
Dr Veena

Minutes of the meeting held on 7<sup>th</sup>-01-2021  
in the Principal Chamber.

Members Present Dr. Geeg N.C. -   
Dr. Rekha K.R. -   
Dr. Shaly Joseph K. -   
Sr. Marzel George -   
Marzel Simon (Sr. Kenya) - Mini  
Ms. Maniza Perhase -   
Dr. Veena Appuluttu - 

→ Committee Convenor welcomed all to the meeting

→ It is decided to Plan and execute Regular Awareness Programmes to educate Students and Staffs about Sexual Harassment Prevention and Reporting Procedures.

→ It is decided to implement orientation sessions for members of the Anti sexual harassment cell to enhance their skill in handling sensitive cases and providing support

→ decided to establish a clear reporting Mechanism for Harassment incidents





  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADANPAM  
SREEKANTHAPURAM, KANNUR DT., KERALA





Minutes of the meeting held on 30-06-21


Members Present : Dr. Jency N.C. Jeyaraj


Dr. Rekha KR - 

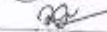
Dr. Shaly Joseph K - 

Dr. Sinal Joseph - 

Sr. Mahmal George - 

Sr. Mahmal Simon - 

Ms. Meniza Markose - 

Dr. Veena Appadithan - 

→ The meeting of Anti sexual harassment cell was held on 30-06-21. Committee members well attended. All to the meeting.


→ It is decided to conduct awareness talks to educate the students.

→ It is decided to assess the need for anonymous reporting officers.

→ It is decided on ways to include student input in Anti Harassment drives.

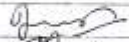





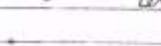
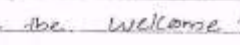


  
PRINCIPAL  
P.X.M. COLLEGE OF EDUCATION  
KUTHAPRAM P.O., MADAMPAM  
SREEKANATHAPURAM, KUZHIKUR DT., 676634




Minutes of the meeting held on 7-01-2022

members Present

Dr. Jeyaraj A.C. -   
 Dr. Rekha K.R. -   
 Dr. Shaly Joseph K. -   
 Dr. Sinal Joseph -   
 Sr. Michael George -   
 Sr. Michael Sison -   
 Ms. Anna Kumari (Student rep) -   
 Dr. Veena Appuluttan - 

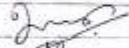


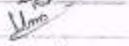




- > Committee convenor gave the welcome address
- > decided to define the scope of responsibilities in addressing sexual harassment.
- > decided to be updated on relevant laws and regulations related to sexual harassment.
- > decided to organise orientation classes on consent and respectful behaviour for students and staffs.
- > decided to create a safe and confidential space for reporting incidents



  
 PRINCIPAL  
 P.M. COLLEGE OF EDUCATION  
 KAITHAPPAM P.O., MADHAVARAM  
 CHENNAI - 600031

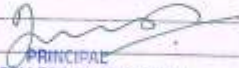
Minutes of the meeting held on 30-06-2022

Members Present

Dr. Geey N.C -   
 Dr. Rekha K.R -   
 Dr. Shaly Joseph.K -   
 Dr. Sree Joseph -   
 Sr. Michael George -   
 Sr. Michael Sivan -   
 Ms. Ann Kurian -   
 Dr. Veena Appukuttan - 

- Committee Convenor welcomed all to the meeting
- decided to foster a culture of zero tolerance for sexual harassment through Awareness Initiatives.
- decided to conduct self defence workshops
- decided to conduct awareness classes about sexual harassment through online media
- It is decided to continue the Anti Sexual Harassment Cell activities.



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KUTHAPRAM P.O., MADAMPATT  
 SREEKANATHAPURAM, KANNUR DIST., KERALA





- Acads Initial pages, College vision, mission, College prayer, history of college, managing bodies, governing bodies, former staffs, lists of teachers, non teaching staffs, administrative staffs, curriculum, courses, Scheme of examination, college rules & regulations, details of admission & fees structure, library residence faculty, Scholarships & endowments, co-scholastic activities, clubs, extra & intra mural activities, clubs, extra sports, extension services, women's cell, ethics & anti ragging committee, student support services, IBAAC, Associations, list of staff in charge, lab in charge nominal job on a grant of Rs. Academic calendar & hand book (2018-19) prepare on board proposal.









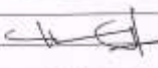



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
KOTTAYAM DISTRICT, KERALA


Convent  
16-03-2018



Minutes of the meeting held on  
14-8-2019

The following members were participated in the meeting.

1. Dr. Jessy n.c 
2. Dr. Prasanth Mathew 
3. Dr. Rakha K.R 
4. Dr. Maya J Pillai 
5. Dr. Venna Appukuttan 
6. Minimal Simon (Sr. kamaya) 
7. Sri John P.T 
8. Sr. Raizy Philip 
9. Mrs Mary Joseph 
10. Mrs. Jemal Jose 

2019-2020 rubricam paravadi calendar and hand book on anu-ai silasalai. Calendar plan prepare a. Academic calendar on Initial pages, college vision, Mission, college prayer, history of the college, vision Managing bodies, governing bodies, Faculty staffs, lists of teachers, non teaching staffs, administrative staffs, curriculum courses, Scheme of examination, college rules & regulations, details of admission & fee structure library, residence facility, 

K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
KANNUR DISTRICT - 696631

6

endowments, Co-Scholastic activities, clubs  
extra & intramural, sports, extension societies,  
women's cell, ethics & anti-ragging committee  
Student support services, NAC Association  
List of staff in charges, job in charges  
~~a @ndowments - sub or - g @ndowments~~

→ Journal  
Convent

15-3-2019







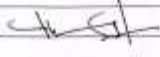
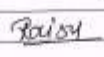

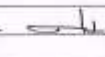


  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPURAM P.O, MADAMPAM  
SREEKANAPURAM, KANNUR DT., -670631

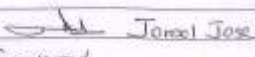
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Minutes of meeting held on 6-6-2019.


The following members were participated in the meeting.

- 1. Dr. Jessy N.C. 
- 2. Dr. Prasanth Mathew 
- 3. Dr. Bekha K.R. 
- 4. Dr. Maya J. Pillai 
- 5. Dr. Veena Appukuttan 
- 6. Minamol Simon (Sr. Karunya) 
- 7. Sri. John P.T. 
- 8. Sr. Raizy Philip 
- 9. Mrs. Mary Joseph. 
- 10. Mrs. Jemol Jose 





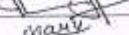

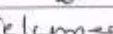
2019-2020 പാഠ്യപുസ്തക ഹാൻഡ്ബുക്ക് ഓഫ് ഡ്രാഫ്റ്റ് മീറ്റിംഗ് ഓഫ് 2.10.2019 ന് നടന്ന അഭിപ്രായപ്പെടലുകളും, മാറ്റങ്ങളും, മെമ്പർമാർക്ക് അറിയിച്ചു. അക്കാദമിക് കലണ്ടർ പ്രിന്റ് ചെയ്യാൻ തീരുമാനിച്ചു.

  
 Jemol Jose  
 Convener  
 7-6-19



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATTAPPARAM P.O., MADAMPAM  
 KERALA


Minutes of the meeting held on 04/06/20 at 2:30 pm in the General hall strictly under Covid protocol keeping proper social distancing members present

DV Jerry D.C.   
 DV Prasanth Mathias   
 Mrs Gomol Jose   
 St. Mimmol Simon   
 Sri John P.T.   
 Mrs Mary Joseph   
 DV Veena Appukuttan   
 Committee convenor welcomed the gathering.

- Committee decided to evaluate the work done by the last year committee for the preparation of the calendar of this academic year.
- last year's committee convenor Mrs Gomol presented the work done by the committee.
- the new committee convenor De Veena has given the responsibility to complete the work done by the previous year committee and finalize the calendar by the end of June 2020.
- Committee discussed the major activities decided by Staff council and finalize the activities to be included in the academic calendar.
- Committee suggested by some changes in Part A of the calendar and referred these to the committee convenor.

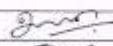

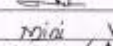
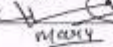
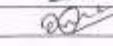
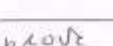
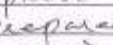


PRINCIPAL  
 COLLEGE OF EDUCATION  
 ITHAPRAM P.O., MADAMPAM  
 PIN - 611 018

  
 DV Veena Appukuttan  
 Committee convenor

Minutes of the meeting held on 1/07/20  
at 2:30 pm in the Grand Hall  
strictly under the covid protocol keeping  
people social distancing.

Members Present:

DV Jerry de	
DV Prasanth Mathew	
Mrs Sunil Jose	
SJ Minmol Simon	
Sri John P.T.	
Mrs Mary Joseph	
DV Veena Appukuttan	

→ It was decided to approve the  
Academic calendar prepared in the  
~~staff~~ faculty meeting held in last week  
of June.

→ It was decided to upload the  
Academic calendar in the website.

→ It is decided to evaluate the Academic  
plan of the calendar and Document  
Committee in the during the academic  
year.

→ The committee decided to monitor  
and control the activities which  
easies throughout the year.

→ Next year the committee decided to  
collects the plan from every academic  
and co-curricular committee and Prep  
plans to prepare the plan for the  
next year.

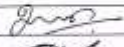

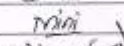

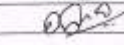

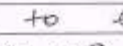


PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
KANYAKULAM, KANNUR DT., 670631

  
The Principal

Minutes of the meeting held on 01/03/21

at 3 pm in the principal's chamber  
strictly following the covid protocol  
members present

Dr Jessy N-c	
Dr Prasanth Mathew	
Mrs Tamsal Jose	
Sr Minamol Simon	
Sr John P.T	
Mrs Mary Joseph	
Dr Veena Appukuttas	

→ The committee decided to evaluate the Academic activities and co-curricular activities of the current year considering the Academic calendar

→ It is decided to plan the Academic calendar of the coming year

→ The committee decided to provide inputs and feedback on all matters related with the Academic calendar.

→ Committee decided to collect plans and proposals from each faculty member and to make the whole Academic calendar for the next year.

→ It is decided to collect the activities reported at the end of every Academic year.

→ It is decided to place the prepared calendar before the IQAC and Staff Council for approval.

It will

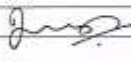






Principal  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKRISHNAPURAM, KANYAKUMARI DT., KERALA

Dr Veena Appukuttas

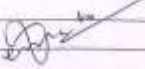
Minutes of the meeting held on 4-6-2020  
at 4pm through the online platform  
Google meet

The following members were participated  
in the meeting

1. Dr. Jessy N.C. 
2. Dr. Veena Appukuttan 
3. Mrs. Jamal Juse 
4. Minimal Simon 
5. Mary Joseph 

The following decisions were taken  
in the meeting

- The committee discussed about the  
draft of academic calendar in 2020-  
2021.
- Committee members pointed some  
corrections which will be rectified
- It is decided to print the  
modified academic calendar after  
the approval of RAAC
- It is also decided to upload  
the final document in college  
website.

Convenor 





Dr. Veena Appukuttan



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM

Minutes of the meeting held on 02-03-2022  
at 3pm in principals chamber

The following members were participated  
in the meeting.

1. Dr. Jessy M.C. 
2. Dr. Veena Appukuttan 
3. Minimal Simon 
4. Mary Jesaph. 

The following decisions were taken  
in the meeting.

- The committee reviewed academic calendar of last academic year.
- It is decided to plan the academic calendar in the coming year.
- Committee collected suggestions for improvement from the committee members to improve the quality of the academic calendar.
- It is decided to make necessary changes in the next academic year calendar.



PRINCIPAL  
X.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
KANANUR DIST., -600031

Signature of Veena Appukuttan  
Veena Appukuttan

Minutes of the meeting held on  
21-06-2022, at 9pm in the principal  
chamber

The following members were partici-  
pated in the meeting.

Dr. Jessy P.C	Jessy
Dr. Veena Appukkuttan	Veena
Minimal Simon	Minimal
Mrs. Mary Joseph	Mary

The following decisions were taken  
in the meeting.

- The committee discussed about  
the academic calendar in the  
year 2022-2023.
- It is decided to modify the  
draft calendar.
- It is decided to upload the  
academic calendar in the college  
website after the approval  
of IAC.
- It is also discussed about different  
curricular & co-curricular activities  
in the light of draft academic  
calendar.

Principal


Dr. Veena Appukkuttan





PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
RAITHAPRAM P.O., MADAMPAM  
KANKAPUZHA, KOTTAYAM DISTRICT


Minutes of the meeting held on 31-3-2023  
at 4pm in the Principal's Chamber.


The following members were participated  
in the meeting.

Dr. Jessy N.C. 

Dr. Veera Appukuttan 

Minimal Simon 

Mrs. Mary Joseph 

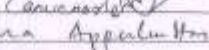
Mrs. Janet Jose 

The following decisions were taken  
in the meeting.

- The committee reviewed the last year academic calendar
- The committee discussed about the draft of academic calendar in 2022-2023.
- The committee decided to review the draft in the present context
- It is decided to make changes needed in the draft.



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KUTHAPPAM P.O., MADAMPAM  
KANYAKUMARI DISTRICT, KERALA

  
Dr. Veera Appukuttan

## Equal Opportunity Cell

3

Minutes of the Equal Opportunity cell meeting held on 09/07/2018 at 3:30 pm at Principal's Chamber.

Members present

Dr Jessy Ne.	
Dr Prasanth Mathew	
Dr Keleha K.R.	
Mrs Jamal Jose	
Minimol Simon	
Anitha Thomas	
Dr Veena Appukuttan	

→ The committee cordially welcomed all members to the meeting.

→ The committee noted that there was no grievances from students regarding the functioning of the equal opportunity cell.

→ The committee decided to work with other student welfare committees and student union to give maximum benefit for all students irrespective of their barriers.

→ It was decided to conduct some law awareness and other human rights class to make them aware of their opportunities.

→ It was decided to conduct periodic meeting to monitor the progress of different schemes for students. The meeting came to an end by 4.30 pm.

Principal  
Appukuttan  
Convenor

P.K.M. COLLEGE OF EDUCATION  
KATHAPURAM P.O. MADURAI DISTRICT  
TIRUKANDIPURAM

Minutes of the Band Opportunity Cell meeting held on 12/11/2018 at 4.00 pm in the Principal's chamber.

### Members Present

Dr Jessy Jc  
 Dr Prasanth Mathew  
 Dr Rekha - K.R.  
 Mrs Janol Jose  
 Minimal Simon  
 Anitha Thomas  
 Dr Veena Appukuttan

*[Signature]*  
*[Signature]*  
*[Signature]*  
*[Signature]*  
*[Signature]*  
*[Signature]*

- The committee convened welcomed all members to the meeting
- The committee noted that the college has always ensured that physically challenged and other marginalised sections are not left behind.
- The college guides weaker section students to avail all permissible scholarships and other financial assistances.
- It was decided to provide guidance and counselling to the marginalised with respect to Academic, financial, social and other personal matters.
- Committee recommended the necessity of an effective mentoring system in the college. The meeting came to an end by 4.30 pm.



Principal  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAM RD, KADAMPURAM,  
 SREEKANAPURAM, KOLLAM

*[Signature]*  
 Dr Veena Appukuttan  
 The Convener

7

Minutes of the Equal Opportunity Cell meeting held on 10/07/2019 at 3.30 pm in the principal's chamber.

Members Present

DV Jerry N.C.	
DV Prasanna Mathew	
DV Releha K.R.	
Mrs Tomol Jose	
Minimol Simon	
Anitha Thomas	
DV Veena Appukuttan	

- The committee convenor welcomed all members to the meeting.
- The committee expressed its happiness that there was no complaints regarding the functioning of the equal opportunity cell during the last academic year.
- To sensitize students regarding their opportunities in both personal and academic life, the committee ~~has~~ decided to implement some programmes or orientations.
- It was decided to give special attention to differently abled students and make sure that they are not get left behind in all activities of the college.
- The college staff should help the students to achieve their equal opportunities. The meeting came to an end by 4.15 pm.






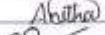



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MUVATTUPUZHA  
SREEKUNJAPURAM, KANNUR DIST. - 670521

Veena Appukuttan  
Committee Convenor

Minutes of the Equal Opportunity Cell meeting held on 09/12/2019 at 4 pm in the Principal's chamber.

Members Present

- Dr. Jessy J.C. 
- Dr. Prasanth Mathew 
- Dr. Rekha K.K. 
- Mr. Tomol Jose 
- Minimol Simon 
- Anitha Thomas 
- Dr. Veena Appukuttan 

- The committee convenor welcomed all the members.
- The committee found that there was no grievances regarding distributions of scholarships, e-grant, and other financial schemes among students.
- The committee noted that the college staffs helped the students in availing welfare schemes by Govt and instituted by the college and management.
- It was decided to promote more diversity and inclusive practices in the campus to get adequate opportunities to all, especially the marginalised.
- It was decided to examine all possible ways in which the SC/ST/OBC/other marginalised could be helped.

The meeting came to an end by 4:30 pm



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KUTHAPLAM P.O., MADHAVARAM  
SREEKRISHNAPURAM, KANYAKUMARI DT., 610631  
Veena Appukuttan  
Committee convenor

Minutes of the Equal opportunity Cell meeting held on 8-6-2020 at 3:30 p.m. in the principals' chamber.

Members present

Dr. Jessy N.C.	
Dr. Prabhathu Mathew	
Dr. Ratha K.R.	
Dr. Sholy Joseph K.	
Dr. Veenla Appukuttan	
Mrs. Jamal Jose	
Minimol Simon	
Anitha Thomas	



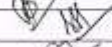
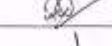
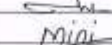
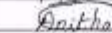
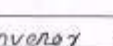
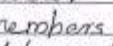
- The committee convenor welcomed all the members.
- Discussed about the planning of the activities of the cell for the coming year.
- Decided to do help & assist students to facilitate equal opportunity for all students.
- Decided to motivate whole students in participating both curricular & co-curricular activities.
- Decided to make ~~available~~ available the scholarships, financial assistance to the needy students.
- The meeting was ended at 4:10 p.m.



Mrs. Jamal Jose  
 Committee Convenor.  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAHA P.O., MADAMPAM  
 SREEKANATHAPURAM, KOLLAM DT., KERALA

Minutes of the Equal opportunity cell meeting held on 5-9-21 at 4 PM at principals chamber

The following members were participated in the meeting

1. Dr. Jassy N.C. 
2. Dr. Prashanth Mathew 
3. Dr. Rakha K.R. 
4. Dr. Shaly Joseph K. 
5. Dr. Veena Appukuttan 
6. Mrs. Jomol Jose 
7. Minimal Simon 
8. Anitha Thomas 

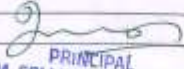
→ The committee convenor welcomed all the members. The members were reviewed about the actions taken to provide equal academic & cocurricular opportunities for all students.

→ Staff members were reviewed about the utilized opportunities in department wise to like webinars, workshops, competition paper presentations etc

→ The committee decided to find out the needy students for giving scholarships and financial assistance



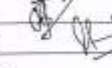
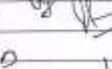
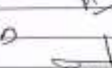
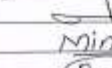
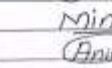
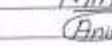
→ The meeting was ended at 4.30 PM



  
 PRINCIPAL  
 B.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O. MADAMPAL  
 SREEKANDAPURAM, KANNUR DISTRICT  
 Jomol Jose  
 Committee convenor


Minutes of the Equal opportunity cell meeting held on 23-02-2021 at 4pm at principals chamber 23-02-


The following members were participated in the meeting.

1. Dr. Jessy P.V.C. 
2. Dr. Prabanth Mathew 
3. Dr. Rakha K.R. 
4. Dr. Shaly Joseph K. 
5. Dr. Vasha Appukuttan 
6. Mrs. Jamol Jose 
7. Minmal Simon 
8. Anitha Thomas. 

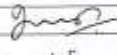
- The committee convenor welcomed all. The following decisions were taken in the meeting.
- In last year the committee had monitored the monitoring activities of the student support activities.
- The committee motivated all the students to participate in different organization committees of different programmes which helped the students to develop different skills.
- The committee members were motivated the students to participate in photoshop course & to utilize the technological facilities.
- Decided to give financial supports to needy students. The meeting ended at 4:30pm.




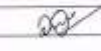
  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPURAM  
SREEKANTHAPURAM, KANNUR-01, 670681

  
Mrs. Jamol Jose  
Committee convenor


Minutes of the equal opportunity cell meeting held on 8-6-2021 2:30 pm in the principals chamber through online platform Google meet. The following members were participated in the meeting.


Dr. Jessy M. C. 

Dr. Shaly Joseph K. 

Dr. Veena Appukuttan 

Mrs. Jamal Jose - 


Minamol Simon - 

Anitha Thomas - 

The following decisions were taken in the meeting.

- Discussed about the committee activities in the academic year 2021-2022.
- Decided to organize & promote students participations in different fields and domains.
- It is decided to motivate students to apply for different scholarships & utilize the opportunities available.




  
 PRINCIPAL  
 D.K.M. COLLEGE OF EDUCATION  
 KATHIRAMPATTINAM P.O., MADHAVARAM  
 SREEKANTHAPURAM, HANNAUR DIST., TAMIL NADU  
 Jamal Jose

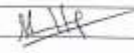
2021-2022.


17


Minutes of the meeting held on  
02-12-2021 at 2.30 pm in the  
principal's chamber at offline mode.

The following members were participated  
in the meeting.


Dr. Jessy N.C. 

Dr. Shafy Joseph K. 

Dr. Veena Appuluttan 

Mrs. Tomal Jose 


Minimol Simon Mini

Anitha Thomas. 

The following decisions were taken in  
the meeting.

- The committee findout that there is  
no grievance regarding the distribution  
of scholarships.
- The committee decided to include  
different practices to ensure equal  
participation among the student  
teachers.
- It is decided to bring new practices  
to uplift backward students.

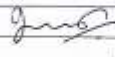



  
PRINCIPAL  
R.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEHANUMANTHAPURAM, KANYAKUMARI DISTRICT, KERALA


2022-2023


Minutes of the meeting held on  
21-07-2022 at 4 pm in principals  
chamber.


The following members were participated  
in the meeting.


Dr. Jessy N.C. 

Dr. Shaly Joseph K. 

Dr. Veena Appukuttan 

Mrs. Jamal Jose 

Mirunal Simon 

Anitha Thomas 

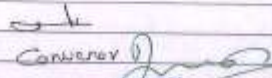
The following decisions were  
taken in the meeting.

→ Discussed about the committee report  
in the academic year 2022-2023

→ Decided to provide equal opportunity to  
all students in each and every  
dimension.

→ It is decided to include inclusive  
practices in both curricular &  
co-curricular activities.




  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANAPURAM, KANNUR DT., 670611


2022 - 2023.


19


Minutes of the meeting held on 21-12-2022 at 11pm in the principal's chamber.

The following members were participated in the meeting


Dr. Jessy R.C. 

Dr. Shaly Joseph 

Dr. Veena Appukuttan 

Mrs. Jamal Jose 

Minamol Simon • Mini

Anitha Thomas. 

The following decisions were taken in the meeting.

- > The committee reviewed all the curricular & co-curricular activities
- > The committee decided to include more Seminar and activities to promote inclusiveness
- > It is decided to give opportunities for SC/ST students & other minorities



  
PRINCIPAL  
D.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKALDAPURAM, KANNUR DT., PIN 670621  
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


## Finance Committee-Minutes

1

Minutes of the Finance Committee Meeting held  
on 28.03.2019


Finance Committee meeting was held on 28.03.2019 at 2.00pm in the Principal's Chamber.


The following members participated in the meeting.

1. Dr. S. Jessy N.C. 
2. Dr. Shady Joseph, Jr 
3. Dr. Rekha K.P. 
4. Dr. Prasanth Mathew 
5. Mr. John P.T. 
6. St. Kalyana 

Decisions







1. Anticipatory budget should be prepared in this month of June itself.
2. Payments from the Office will be given only by cheques - only petty amount will be released by cash.

  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O, MADAMPAM  
SREEKHANDAPURAM, KANNUR DT., 670551



Minutes of the Finance Committee Meeting <sup>3</sup>  
held on 28.03.2019

A Finance Committee Meeting was held on 28.03.2019 at 10.00am in the Principal's Chamber. The following members participated in the meeting.

1. Dr. Jessy N.C. 
2. Dr. Rekha K.R. 
3. Dr. Shady Joseph K. 
4. Dr. Praveen Mathew 
5. Ms. John P.T. 
6. Sr. Karunya 

Decisions

1. Anticipatory Budget for the Academic year 2019-20 should be modified including Jubilee programmes.
2. The Committee proposed a fee-structure of Rs 4000 for PTA fund and Rs 1000 for maintenance fee.
3. The committee proposed that PTA Secretary and the teachers should collect the PTA fund.
4. It was proposed to present the anticipatory budget to the governing body.





  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SHREEHANGANUR TALUK, KANNUR DT., 670571

## Minutes of the Finance Committee

5

Meeting held on 07/06/2019

A Finance Committee meeting was held on 9th June 2019 at 10:00am in the Principal's Chamber. The following members participated in the meeting.

1. Dr. Jessy N.C.
2. Dr. Rekha K.R. ~~She~~
3. Dr. Shely Joseph K. ~~She~~
4. Mr. John P.T. ~~He~~
5. Dr. Prasanth Mathew ~~She~~
6. Sh. Karunya ~~She~~

### Decisions -

1. The Committee proposed a fee structure of Rs 4000 for ITA fund and Rs 1,000 for IT maintenance fee.
2. The anticipatory budget which is approved by the governing body was presented by the Principal.
3. Jubilee account will be maintained separate. Each programme coordinator has to give the financial details in advance.

~~11/11~~



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKRISHNAPURAM, KANNUR DT., -670531

Minutes of the Finance Committee Meeting held on 29/07/19. 7

A Finance Committee Meeting was held on 29<sup>th</sup> July 2019 in the Principal's Chamber at 3:00pm. The following members participated in the meeting.

- (1) Dr. Jessy N.C. 
- (2) Dr. Rakha K.R. 
- (3) Dr. Sholy Joseph K. 
- (4) Dr. Venla 
- (5) Dr. Sany Joseph. 
- (6) Menimol Simons 
- (7) Sr. Rosey Philip 
- (8) John P.P. 
- (9) Dr. Prasanth Mathew 

Decisions









1. As per the decision on 28/03/2019 Staff PTA Secretary will be keeping the PTA accounts. Joby Mathew will be assisting to keep the accounts.
2. Jubilee fund will be handled by the Jubilee Finance Committee.
3. Aluminae Fund will be handled by the Aluminae Secretary.
4. It was proposed to advance first few programmes to Jubilee from the PTA fund which will be given back later.



PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KATHAPPAN P.O., MADAMPAM  
SREEKANTHAPURAM, KAVARATTI, 630631

Minutes of the Meeting held on 4/12/19 9

A Finance Committee meeting was held on 4/12/19 in the Principal's Chamber. The following members were participated in the meeting

1. Dr. Jency N. C. 
  2. Dr. Rekhia K. A. 
  3. Dr. Sholy Joseph K. 
  4. Dr. Prasanna Mathew 
  5. Dr. Veera Appudhan 
  6. Dr. Sincy Joseph
  7. Menad Simon 
  8. Sr. Daisy Philip 
- Decisions a. Ms. John P.T. 

1. All expenses accounts of various programmes should finalised upto this date.
2. Only academic programmes will be financed from PTAF fund. Jubilee related special programmes of this year will be financed from Jubilee fund.















  
PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KATHAPPAM P.O., MADAMPAM  
SREEKANGAPURAM, KANNUR DT., 670631

Minutes of the Meeting held on 11:11  
19/03/2020

A finance Committee meeting was held on 19/03/2020 at 3:00pm in the Principal's chamber. The following members participated in the meeting

1. Dr. Jessy N.C. 
  2. Dr. Shaly Joseph K. 
  3. Dr. Rekha K.P. 
  4. Dr. Suroj Joseph 
  5. Dr. Neena Appudurai 
  6. Dr. Prasanth Mathew 
  7. Sr. Minival Simon 
  8. Sr. Paisy Philip 
- Decisions - 9. John. P.T. 

1. Anticipatory budget for the academic year 2020-21 was presented.
2. It was decided to present the anticipatory budget to the governing body.
3. This academic year's account was presented by Head Accountant.



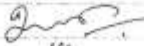








  
PRINCIPAL  
K.M.L. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANDHAPURAM, KANNUR DL - 670631

Minutes of the Meeting held on

13

23/06/2020

A finance Committee Meeting was held on 23/06/2020 at the Principal's Chamber at 10:30 am. The following members participated in the meeting

1. Dr. Jessy N.C. 
2. Dr. Shale Joseph K 
3. Dr. Veena Appukuttan 
4. Dr. Sinoj Joseph 
5. Minamol Simon 
6. Sr. Raisy Philip 
7. Ms. John P.T. 
8. Dr. Rakha K.R. 
9. Dr. Prasanth Mathew 

### Decisions

1. Anticipatory budget approved by the Manager <sup>which was</sup> presented by the Principal.
2. All members agreed to the suggestions given by the manager.





  
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SREEKANATHAPURAM, KANNUR DT., 670631

Minutes of the Meeting held on 05/10/2020. <sup>15</sup>

A meeting of the finance committee was held on 5<sup>th</sup> October 2020 at the Principal's Office at 2.00pm. The following members participated in the meeting. --

1. Dr. Jessy N.C.
2. Dr. Prasanth Mathew
3. Dr. Rekha K.R.
4. Dr. Sholy Joseph K
5. Dr. Ueena Appukuttan
6. Dr. Sinoj Joseph
7. Sr. Menlund Simon
8. Sr. Pacey Philip
9. Hk. John P.T.








### Decisions

1. The members discussed about the criteria to be included in the annual budget and expenditure.
2. The members reminded about including all government funds (audited) and P.T. fund (audited) for the purpose. Other expenses like scholarships, Jubilee programs and P.M. Academy expenses also can be included in the expenditure.
3. As per directions of manager, it was decided to take money from the account of Principal (SBI) for the daily expenses.

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KAITHADRAM P.O., MADAMPAM  
SREEKANDAMKONDA - 686012

Minutes of the Meeting held on 24/03/2021<sup>17</sup>

A meeting of the Finance Committee was held on 24<sup>th</sup> March 2021 at 3:00pm at the Principal's Office. The following members participated in the meeting.

1. Dr. Jessy N.C. 
2. Dr. Prasanth Mathew 
3. Dr. Rekha K.R. 
4. Dr. Sholy Joseph K 
5. Dr. Veena Appukuttan 
6. Dr. Binoy Joseph
7. Sr. Menamol Simon
8. Sr. Raisy Philip 
9. Mr. John P.T. 

### Decisions.

1. It was decided to prepare annual budget for the academic year 2021-2022.
2. It was decided to close and audit the expenditure for the <sup>subject</sup> jubilee Celebrations of the last year.
3. The Principal reminded about an Internal Audit which is to be conducted in the college.



  
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SREEKANDAPURAM, KANNUR DT., 670321



## **P.K.M. COLLEGE OF EDUCATION**

MADAMPAM, KAITHAPRAM P O, KANNUR - 670631  
(Govt. Aided Teacher Education Institution affiliated to Kannur University)  
Recognized by NCTE and included under UGC 2(F) & 12B category  
Accredited by NAAC with 'A' Grade, (Second cycle -4 point scale), RUSA 2.0 beneficiary  
E-mail: [pkmcollege@kannur.ac.in](mailto:pkmcollege@kannur.ac.in) Website: - [www.pkcollege.org](http://www.pkcollege.org)  
Tel: 0466 2230929, Fax: 046602 232449

### **P.K.M. COLLEGE OF EDUCATION, MADAMPAM**

#### **FINANCE COMMITTEE**

Dr. Jessy N C - Principal

Dr. Sholy Joseph K. - Convenor

#### **Members**

Dr. Veena Appokuttan

Dr. Sinoj Joseph

Minimol Simon (Sr. Karunya)

Sr. Raisy Philip



PRINCIPAL

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P.K.M. COLLEGE OF  
KAITHAPRAM P. O.  
SREEKANDAPURAM, KAN

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P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670631


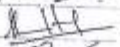
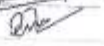


## Minutes of the Meeting held on 16/08/2021

A Finance Committee Meeting was held on 16/08/2021 at 3pm in the Principal's Chamber.

### Agenda.

1. New Administrative Block furnishing
2. Fee structure for New Admissions
3. Anticipatory Budget Presentation.


The following members were present in the meeting.

1. Dr. Jerry N.C. 
2. Dr. Shaly Joseph K. 
3. Dr. Veena Appakuttan 
4. Hummel Simon (Sr. Kanuya) 
5. Sr. Daisy Philip. 

### Decisions

1. It was decided to spend the UOC - Canara Bank Account money for the remaining works of new Block, Principal's room and others.
2. The committee proposed fee structure for this year's new admission.
3. The anticipatory budget which was approved by the governing body was presented by the Principal.



  
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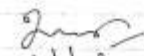




Minutes of the Meeting held on 24/03/21 21

A Finance Committee Meeting was conducted on 24/03/2021 at 3.30pm in the Principal's chamber.

### Agenda

1. Presentation of this year's accounts
2. Evaluation of this Year's account
3. Presentation of Next year's anticipatory budget.


The following members were present in the Meeting

1. Dr. Jey N C. 
2. Dr. Shady Joseph K. 
3. Dr. Veera Appukuttan 
4. Sr. Ranuys 
5. Sr. Paisy. 

### Decisions

1. This year's PTA fund was collected by the PTA secretary. All accounts were finalised and presented.
2. Hike of PTA fees was proposed by Principal since it was not enough to meet this year's activities with that fund.
3. Anticipatory budget for next year which was prescribed by the Principal which is to be presented in the governing body.



  
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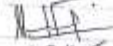
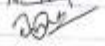

### Minutes of the Meeting held on 23/06/2022

There was a finance Committee Meeting on 23/06/2022 at 4 pm in the Principal's office.

#### Agenda

1. Budget Presentation of this Year
2. Fee Structure (PTA) for this Year


The following members participated in the Meeting

1. Dr. Jerry N L 
2. Dr. Sholy Joseph K 
3. Dr. Vesha Appukuttan 
4. Sr. Karunya
5. Sr. Raisy Philip 

#### Decisions

1. This year's budget which was approved by the governing body, presented to the committee by the Principal.
2. Principal pointed out that expenses for the previous year couldn't meet with the PTA collection. Hence a nominal increase in the PTA fee was suggested.

  
 PRINCIPAL  
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 THRISSUR DISTRICT, KERALA






Minutes of the Meeting held on 09/02/2023<sup>25</sup>

There was a finance committee meeting on 09/02/2023 in the Principal's Office at 4.00pm.

Agenda

1. Presentation of this year's account and its evaluation.

The following members participated in the meeting

1. Dr. Jessy NC 
2. Dr. Study Joseph K 
3. Dr. Veena Appukuttan 
4. Sr. Karmya 
5. Sr. Paisy 

Decisions

1. Final account for this year was presented and appraised.
2. Discussion of next year's PTA collection was done.





  
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KATHAPRAM P.O., MADAMPAM  
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## Fit India Movement-Committee

25

PKM College of Education, Madampam

FIT INDIA

2019-20

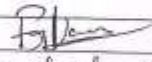
### Minutes - 1

As a part of FI-India in the year 2019-20 PKM college of education Madampam has decided to plan various programs, and as a part of that it has been decided to hold a public meeting on Thursday, July 25<sup>th</sup>, 2019 at 3:30 pm at the college auditorium under the guidance of Dr. Sinoj Joseph [PKM college of education, Madampam Physical education Faculty]

### AGENDA

- Formation of committee.
- student teachers conduct rally as a part of Fit India


### Committee Members

Staff coordinator - Dr. Sinoj Joseph   
(Department of Physical education)

Student coordinator - Rabul K 

1. Akhila E.K   
2. Ragesh G   
3. Drishya V   
4. Abin   
5. Anju A 



  
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### Decision Making

List of programs to be conducted by PKM college of education Madampam as a part of Fit-India this year.

- |            |                                     |
|------------|-------------------------------------|
| 29-07-2019 | - Fit India and National sports day |
| 28-09-2019 | - Fit India Rajapuram               |
| 04-11-2019 | - Fit India                         |
| 18-12-2019 | - Fit India movement Rally          |

### Action Taken

As a part of Fit India PKM college of education Madampam conducted Fit India and National sports day on 29-07-2019, Fit India Rajapuram on 28-09-2019, Fit India on 4-11-2019, Fit India movement Rally on 18-12-2019.

2019-20

### Minutes 2

#### Members

Staff Co-ordinator - Dr. Binoy Joseph

Student Co-ordinator - Rahul K.

Akhila EK

Ragish T.

Prishya V

Anju A



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 -Ragish T.  
 -Prishya V  
 -Anju A

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 -PRINCIPAL  
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 KAITHAPRAM P.O., MADAMPAM  
 SREEKANDAPURAM, KANNUR DIST., KERALA

## Minutes - 2 : An Introduction

An evaluation meeting on the program conducted at PKM college of education Madampam as part of Fit India 2019-20 was held on December 19<sup>th</sup> 2019 at 4.00 pm in the college auditorium. The session ended by thanking note of student coordinator Babal R.

## AGENDA

→ Evaluation about the programs conducted on 2019-20 at PKM college of education Madampam as a part of Fit India

## Decision Making

Staff coordinator Dr. Sinoj Josep [Physical Education Faculty], student coordinator and committee members shared their opinions about the programs conducted at PKM college of education Madampam as part of Fit India.

## Action Taken

After the evaluation meeting we analyze the criticism area of the programs as part of Fit India conducted at PKM college of education Madampam. Then we take some improvement strategies for the next phase of Fit India.



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SREEHANGAPURAM, KANNUR DT., 670607

## FIT INDIA

2020-21

### Minutes - 1

As a part of Fit India in the year 2020-21 PKM college of education, Madampam has decided to plan various programs, and as part of that, it has been decided to hold a public meeting on Thursday, March 5<sup>th</sup> 2020 at 2:30pm in the college auditorium under the guidance of Dr. Simoj Joseph [PKM college of education, Madampam Physical education Faculty]

### Agenda

- formation of committee
- conduct health awareness class among student teachers.

### Committee Members.

Staff coordinator - Dr. Simoj Joseph  
[Department of Physical education]

Student coordinator - Rajina M.P

1. Aparna V
2. Goby S. Abraham
3. Kaveya V
4. Sanoj V.V

Dr. Loby Sathya  
Kannur  
Sanoj V.V



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SREEKANDAPURAM, KANNUR DT., -670631

5. Vishnu. Prathap. M.

### Decision Making.

List of programs to be conducted by PKM college of education Madampam as a part of Fit India in this year

06-03-2020 - Fit India and women cell and health.

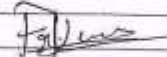
### Action Taken

As part of Fit India PKM college of education, Madampam conducted a health awareness class among student teachers Name of Fit India and women cell and health on 06-03-2020.


2020-21

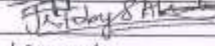
Minutes 2

### Committee Members

Staff Co-ordinator - Dr. Sinaj Joseph 


Student Co-ordinator - Rajina M.P 

Apama V. 


Toby S. Abraham 

Kanya V. 

V.V. 

Prathap M. 



  
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SREEKANDAPURAM, KAMUR DT., -870131

## Minutes - 2 - An introduction

An evaluation meeting on the programs conducted at PKM college of education Madampam as part of Fit India 2020-21 was held on December 9<sup>th</sup> 2020 at 4.00 pm in the Physical education Department. The session ended by thanking note of student coordinator Rajina M.P

## Agenda

→ Evaluation about Programs conducted on 2020-21 at PKM college of education Madampam as a part of Fit India

## Decision Making

Staff coordinator Dr. Simoj Joseph [Physical education faculty] and student coordinator shared their opinions about the programs.

## Action Taken

After evaluation meeting we analyse the criticism of the programme as part of Fit India conducted at our college. Finally we concluded with some improvement strategies for the next level of Fit India.



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## FIT INDIA 2021 - 22

### Minutes - 1

In the line with Fit India in the 2021-22 P.K.M. college of Education, Madampam has decided to conduct various programs, as a part of that. It has been decided to hold a public meeting on -03-08-2021 at 12:30 pm at the Multi purpose hall under the guidance of Dr. Simoj Joseph [Physical Education Faculty]



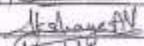
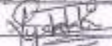

### AGENDA

- Formation of committee
- create an awareness about the importance of Running in the human health.


### committee Members

Staff coordinator - Dr. Simoj Joseph [Physical education]

Student coordinator - Aswathy V.

- |                |   |
|----------------|---|
| 1. Alex Jose   |  |
| 2. Haritha P.V |  |
| 3. Akshaya A.V |  |
| 4. Vashak K    |  |
| 5. Anitha Joz. |  |



  
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KAITHAPRAM P.O., MADAMPAM  
SREEKRISHNAPURAM, KANNUR DIST., KERALA

## Decision Making


Programme list to be conducted by PKM college of education, Madampam as a part of Fit India. In 2021-22 25-08-2021 Fit India Freedom run.

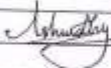
## Action Taken


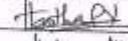



As a part of Fit India PKM college of education, Madampam conducted Fit India a Freedom Run, video presentation on 25-8-2021.

2021-22  
Minutes - 2

## Committee Members

Staff Co-ordinator - Dr. Singj Joseph 

Student Co-ordinator - Aswathy V. 

1. Alex Jose 
2. Haritha P.V 
3. Akshaya A.V 
4. Vysnak K. 
5. Jomal Joy 



  
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KAITHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670631

### Minutes - 2 : An introduction

A Feedback session of the programme conducted at PKM college of education, Madampam as a part of Fit India was held on December 01, 2021 at 1:30pm in seminar hall. The session ended by thanking note of Vysbak. K.

### Agenda

A Feedback session about the Fit India Freedom run conducted on 2021-22 at PKM college.


### Decision Making

→ Staff coordinator and committee members shared their opinions about the programs.

### Action Taken

We taken some changes on the next phase of Fit India from the criticism



  
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 KAITHAPRAM P.O, MADAMPAM  
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## FIT INDIA

2022 - 23

Minutes - 1

PKM college of education, Madampam has planned to organize a number of activities as part of Fit India in 2022-23. Among those programs is a general meeting that will be held on ~~13-07-2021~~ 13-07-2022 at 11:00 am in the yoga room, with Dr. Sinoj Joseph serving as the facilitator.

Agenda

- Formation of committee
- conduct a online yoga class

Committee Members

Staff coordinator - Dr. Sinoj Joseph

Student coordinator - Hanikishor K.V

1. Arsha . V
2. Anagha P. K
3. Liya
4. Akshay Sukumaram
5. Bireelakshmi
6. Anmol Ramya



Principal  
P.K.M. COLLEGE OF EDUCATION  
KATTHAPRAM P.O., MADAMPAM  
SREEKANDARURAL, KANNUR DIST., KERALA

### Decision Making

Programme list to be conducted by PKM college of education Madampam as a part of Fit India in 2022-23  
 on 15-7-2022 FIT India movement  
 15-8-2022 online yoga class and  
 2-10-2022 online yoga class.

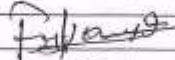
### Action Taken

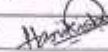
As part of Fit India programme PKM college of education, Madampam conducted FIT India movement and online yoga class 15-07-2022, 15-8-2022 and 2-10-2022 respectively.

2022-23

Minutes - 2

### Committee Members

Staff Co-ordinator - Dr. Binoy Joseph 

Student Co-ordinator - Harikishor K.V 

Arsha V

Anagha P.K


Liya

Akshay Sukumaran

Breetakshmi

Amal Tomy





  
 PRINCIPAL  
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 KATHAPRAM P.O, MADAMPAM  
 SREEKANDAPURAM, KANNUR DT., -670631

## Health and First Aid Committee

3


Minutes of the meeting held on  
18-07-2018 at 2:30 pm in principal  
chamber

The following members were participated  
in the meeting.


Dr. Jessy M.C	
Dr. Veena Appukuttan	
Mrs. Jamal Jose	
Minimol Simon	Mini
Key J	

The following decisions were taken  
in the meeting.

- The committee decided to organize  
different health awareness  
programmes.
- The committee decided to motivate  
student teachers to practice exercise  
& other yoga activities.
- The committee decided to procure a  
first aid box in  
the college for emergency purposes



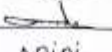


Principal  
  
PRINCIPAL

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KAITHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KOLLAM DT., 670621



Minutes of the meeting held on  
18-2-2019 at 2.30 pm in  
principal's chamber

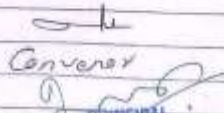
The following members were participated  
in the meeting

- Dr. Jessy M.C. 
- Dr. Vanna Appuluttan 
- Mrs. Jaxal Jose 
- Minamol Simon  MINI
- Jashy Mathew 

The following decisions were taken  
in the meeting.

- The committee reviewed about  
the activities of the  
committee in the last months.
- Evaluated the programmes  
which were conducted
- The committee decided to ensure  
more health promoting  
activities in the coming academic  
year.

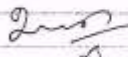

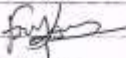






  
Convener

PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATTAPPARAM P.O., MADAMPAM  
KANYAKUMARI, KANNUR DT., 670631

Minutes of the meeting held on  
19-06-2019 at 2pm in principals  
chamber.

The following members were participated  
in the meeting.

Dr. Jesy N.C.   
Dr. Veena Appuluttan   
Dr. Sinoj Joseph   
Mrs. Tomal Jose   
Lizy Jose   
Minamol Simon   
Jashy Mathew. 

The following decisions were taken  
in the meeting.

- The committee planned the  
activities in the academic year  
2019-2020
- The committee decided to organise  
physical fitness programmes  
in the college.

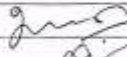








  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KUTHAPRAM P.O., MADAMPAM  
THRISSUR DISTRICT, KERALA

  
Carwanor

Minutes of the meeting held on 13-02-2020  
at 4 pm in principals chamber.


The following members were participated  
in the meeting


Dr. Jessy N.C.   
Dr. Vaana Appukuttan   
Dr. Singy Joseph   
Mrs. Jomol Jose   
Minamol Simon   
Lizy Jose   
Jusly Mathew 

The following decisions were taken

- The committee decided to plan the activities of next academic year.
- The committee reviewed the activities of the committee in the last year.
- The committee planned a good waste management system in the college.

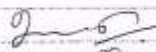

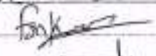

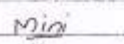
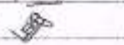



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SHEERAPUZHA, KOTTAYAM DISTRICT, KERALA

  
Convenor

Minutes of the meeting held on  
8-06-2020 at 4.30 pm in the  
principal's chamber.

The following members were participated  
in the meeting.

Dr. Jessy N.C.   
Dr. Vana Appukuttan   
Dr. Sing Joseph.   
Mrs. Jamal Jose   
Minimal Simon   
Lizy Jose   
Jasky Mathew. 

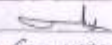
The following decisions were taken in  
the meeting.

→ In the context of COVID-19  
the committee decided to give  
financial assistance & COVID-19  
medical kit for needy persons  
in association with Malabar  
Service Society.

→ In the context of COVID-19  
the committee decided to start  
a COVID-19 help desk & counselling  
service for the staff, students &  
the public.



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPPAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANYAKUMARI DT., 690011

  
Convener

Minutes of the meeting held on  
09-03-2021 at 2:30 pm in the  
principals chamber.

The following members were  
participated in the meeting.

Dr. Jessy N.C. *Jessy*

Dr. Veena Appulettan *Dr. Veena*

Dr. Simaj Joseph *Simaj*

Mrs. Jamal Jose *Jamal*

Minimol Simon *Minimol*

Ligy Jose *Ligy*

Joshy Mathew. *Joshy*

→ The following decisions were  
taken in the meeting.

→ The committee reviewed the  
activities of the committee  
in the last year.

→ Committee found that it worked  
well in different dimensions

→ The committee distributed hand  
sanitizer to different places

→ Planned next academic year  
activities










*Jessy*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNIUR DT., 670631

*Convenor*

Minutes of the meeting held on  
14-06-2021 through Google meet  
at 4 pm.

The following members were partici-  
pated in the meeting.


Dr. Jessy N.C	
Dr. Veena Appukuttan	
Dr. Sinej Joseph	
Mrs. Jamol Jose	
Minamol Simon	
Liny Jose	
Joshy Mathew	

The following decisions were taken  
in the meeting.

- The committee planned different  
health related activities in the  
context of COVID-19
- The committee decided to conduct  
a health fitness programme in  
online.

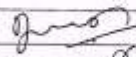



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
THRISSUR DISTRICT, KERALA


  
Principal


Minutes of the meeting held on  
17-12-2021 at 2 pm in the  
conference hall


The following members were partici-  
pated in the meeting.


Dr. Jessy M.C. 


Dr. Veena Appukuttan 

Dr. Sinoj Joseph 

Mrs. Jomal Jose 

Minimat Siman 

Lizy Jose 

Jashy Mathan 

The following decisions were  
taken in the meeting.

→ The committee reviewed  
the activities of the  
committee in the previous  
months.

→ The committee decided to  
conduct a health awareness  
class in association with  
C.A.C. Kothumughem on  
January 2022.



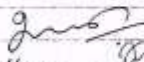

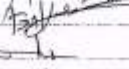




  
PRINCIPAL

—h  
Convener

P.J.M. COLLEGE OF EDUCATION  
KAITIAPRAM P.O., MADAMPAM  
THRISSUR DISTRICT, KERALA

Minutes of the meeting held on 26-07-2022 at 4 pm in the conference hall.

The following members were participated in the meeting.

- Dr. Jassy N.C 
- Dr. Vana Appuluttan 
- Dr. Siney Joseph 
- Mrs. Jamol Jose 
- Minamol Simon 
- Lizy Jose 
- Jashy Mathew 

The following decisions were taken in the meeting.

- The committee planned the activities in the academic year 2022-2023.
- The committee decided to restock all first aid medicines in the institution.
- The committee decided to promote yoga & exercise among the student teachers



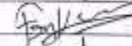






  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPPAN P.O., MADHAVARAM  
 KANYAKUMARI DIST., TAMIL NADU

  
 Convener

Minutes of the meeting held on  
28-12-2022 at 2 pm in the  
conference hall.

The following members were  
participated in the meeting.


Dr. Jessy M.C	
Dr. Veena Appukuttan	
Dr. Sinej Joseph	
Mrs. Jamol Jose	
Minimal Simon	
Lizy Jose	
Jashy Mathew	

The following decisions were  
taken in the meeting.

- The committee reviewed the  
activities in the last year.
- The committee members  
shared their ideas to  
improve the committee activities.
- The committee planned the  
activities in the academic  
year 2023-2024.



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATTAPPURAM PO, MADAMPAM  
SREEKANTHAPURAM, KOLLAM DT., 670631

  
Convener

## Library Advisory Committee-Minutes

50

Madampam  
18<sup>th</sup> Nov.201


**P K M COLLEGE OF EDUCATION MADAMPAM**

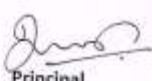
Notice

The Library Advisory Committee meeting will be held on Tuesday 19<sup>th</sup> November, 2019 at 4.3 PM in the Principal's chamber. All members of the committee are requested to attend the meeting in time.

Agenda of the meeting


1. Nomination of Student Representative.
2. Aksharakkutam: Library collection development programme and other library relate matters.


  
Convener

  
Principal

Members:

1. Dr. Prasanth Mathew
2. Dr.Rekha K.R.
3. Dr. Veena Appukuttan
4. Dr.Maya J.Pillai
5. Dr.Shaly Joseph
6. Dr.(Fr.) Sinoj Joseph

  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPPRAM P.O, MADAMPAM  
SREENANDAPURAM, KANNUR DT.,-670631



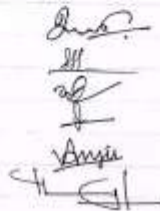
The minute of the Library Advisory Committee meeting held on 15th November, 2019 at 4.30 PM in the Principal's Chamber

### Agenda of the meeting

1. Nomination of the Student Representative
2. Aksharakketors - Library Collection development programme
3. Other library related matters

Members present:

1. Dr. Jessy M.C., Principal
2. Dr. Shaly Joseph E.
3. Dr. Veena Appukuttu
4. Dr. Suresh Joseph
5. Anju Varghese
6. Jeevi P.T. Collectionist



Dr. Pasanth Mathew, Dr. Reena KR. and Dr. Maya J. Pillai were not present in the meeting.

The meeting discussed the various agenda of the meeting.

1. The meeting nominated Miss Anju Varghese of Mathematics, as the Student representative of the Library Advisory Committee.
2. The meeting approved the 'Aksharakketors' Programme with the cooperation of Students, Staff, Management, Alumni, PTA and other beneficiaries and decided to initiate the programme officially on 9th Dec. 2019. Our manager has kindly consented to inaugurate the programme.
3. Other library related matters.

Now we are subscribing only 6 Journals. We have to renew all the subscribed Journals. Yearly additions of books has to added and purchase more books.

Teachers must use the library resource such as AI List. They should visit the library every day.


As per the direction from DI, Teachers are liable to pay the library fine and it should be collected and submitted with in the time limit.



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEBHARGURAM, KANNUR DT., 670031

Library what's up group is created for the staff and students.  
All the staff should maintain library discipline.  
The student representative should collect the feedback of the  
Library Services from students.

The meeting ended at 5 PM.

  
Librarian (Convener)

  
Principal



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKRANDAPURAM, KANCHI DIST., -670031

**P K M COLLEGE OF EDUCATION MADAMPAM**

**Notice**

The Library Advisory Committee meeting will be held on Tuesday 04<sup>th</sup> February, 2020 at 3.00 PM in the Principal's chamber. All members of the committee are requested to attend the meeting in time.

Agenda of the meeting

1. Students feedback – Evaluation
2. Other library related matters.

  
Convener

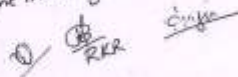
  
Principal

**Members:**

1. Dr. Prasanth Mathew
2. Dr. Rekha K.R.
3. Dr. Veena Appukuttan
4. Dr. Maya J. Pillai
5. Dr. Sholy Joseph
6. Dr. (Fr.) Sinoj Joseph
7. Miss Anjane Verghes, student rep.



The meeting postponed to 6<sup>th</sup> Feb. 2020 at 10:20 AM





  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KANNUR DT., 670631








55

The minute of the Library Advisory Committee meeting held on 6th February 2020 at 10.30am in the Principal's chamber

### Agenda of the meeting


1. Students feedback - Evaluation
2. Other library related matters.

### Members present

- |                                |   |
|--------------------------------|---|
| 1. Dr. Jeeva N.G. Principal    |    |
| 2. Dr. Shaly Joseph            |    |
| 3. Dr. Veena Appukuttan        |    |
| 4. Dr. Maya J. Pillai          |    |
| 5. Dr. Reekha K.R.             |   |
| 6. Anju Varghese, Student Rep. |  |
| 7. John P.T. College Librarian |  |

The LAC meeting commenced at 10.30 AM. Dr. Prasanth Mathew and Dr. Shaly Joseph were not present in the meeting. The meeting evaluated the student feedback about the library and its services. All the suggestions and grievances are carefully examined and decided to take possible actions. It is decided to purchase books which are more required for the present curriculum from the P.D Account.

- Students and Teachers should use the N List database and @increase the usage statistics. A fixed time will be allocated for the student to use N List every day.
- Provide drinking water facility in the library
- Decided to repair and maintain the computer facilities
- Students (2nd year) should return the library books on or before March 31<sup>st</sup> 2020. Books will not be issued after that. Teachers should maintain the library date register

  
College Librarian



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPAM, DISTRICT KAITHAPAM  
SRI LAKSHMI NARAYANA UNIVERSITY  
Principal

## P K M COLLEGE OF EDUCATION MADAMPAM

### Notice

The Library Advisory Committee meeting will be held on Friday 12<sup>th</sup> June, 2020 at 2.00 pm in the Principal's chamber. All members of the committee are requested to attend the meeting in time.

#### Agenda of the meeting

1. Reading day observance
2. Other library related matters.

  
Convener

Principal

#### Members:

1. Dr. Prasanth Mathew :
2. Dr. Rekha K.R. :
3. Dr. Veena Appukuttan :
4. Dr. Maya J. Pillai :
5. Dr. Sholy Joseph : 
6. Dr. (Fr.) Sinoj Joseph :
7. Miss Anitha Verghes, student rep. :



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPPAM P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670631

The minute of the Library Advisory Committee meeting held on 12<sup>th</sup> June 2020 at 2 Pm in the Principal's Chamber.

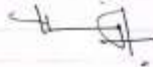
### Agenda

1. Reading day observance
2. Other related matters.

### Members Present

1. Dr. Jassy Nk, Principal
2. Dr. Shaly Joseph K
3. Dr. Veena Apperkutten
4. Dr. Maya J. Pillai
5. Dr. Retha K R
6. Sri. John P.T. Librarian

The meeting commenced at 2 Pm. Anju Varghes, Student Rep. was not present in the meeting. The meeting discussed the current environment due to Covid-19. The meeting decided to conduct the Reading day Celebrations in an online platform on 15<sup>th</sup> June 2020. Sri Vinay Thomas, notable writer has kindly consented to give a keynote talk on that day.

The meeting agreed to renew N-List for the academic year 2020-21. The meeting also approved to renew the important journals which are on due. The meeting also decided to conduct a book review competition in connection with Reading day celebrations.

  
Convenor, Library Advisory Committee



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHARAM P.O., MADAMPAL  
SREEKRISHNA COLLEGE CAMPUS, -670011

Principal

## P K M COLLEGE OF EDUCATION MADAMPAM


### Notice

The Library Advisory Committee meeting will be held on Tuesday 31st March, 2021 at 2.30 pm in the Principal's chamber. All members of the committee are requested to attend the meeting in time.

#### Agenda of the meeting

1. Submission and approval of the library stock verification report.
2. Other library related matters.

  
Convener

  
Principal

#### Members:

1. Dr. Maya J. Pillai
2. Dr. Sholy Joseph
3. Dr. Veena Appukuttan
4. Dr. (Fr.) Sinoj Joseph
5. Miss Anju Verghes, Students' Rep.





  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O, MADAMPAM  
SREEKANGAPURAM, KANNUR DT., -670621

6.3

The minutes of Library Advisory Committee Meeting held on 21<sup>st</sup> March 2021 at 2:30pm in the Principal's Chamber.

### Agenda

1. Submission and approval of the Library Stock Verification Report 2020-21
2. Other library related matters

### Members present:

1. Dr. Jessy N.C., Principal
2. Dr. Maya J. Pillai
3. Dr. Veena Appukuttu
4. Dr. Shady Joseph K
5. Dr. Sridharan
6. Sr. John P.T. college librarian

*[Handwritten signatures and initials of the members listed above]*

The Library Advisory Committee meeting commenced at 2:30 pm in the Principal's Chamber. All the members except the Student Rep. Miss Anja Varghese were present. The committee convenor welcomed all the members and presented the Annual report of the library. The meeting discussed the agenda of the meeting. The librarian submitted the library Stock Verification report 2020-21;

Total No. of Books - 7202  
Total No. of Books missing - 3 Books  
Total No. of Books - Damaged - 13 Books

The committee approved the Stock verification report and unanimously decided to write off the 3 missing books

per Gov. Circular No. 29855/13/2000/W. edu. dt. 5/12/2000


The committee also take the following decision



PRINCIPAL  
D.K.M. COLLEGE OF EDUCATION  
KATHARUVA P.O., MADANGUDI  
SHEKHARAPURAM, KANNUR DIST., KERALA

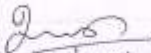
- 1, Renew the N-List subscriptions for the next year 2021-22
- 2, Purchase more books with the view of new integrated BEd curriculum
- 3, Bind and preserve the back volumes of Journals.

The meeting ended with the vote of thanks by the Librarian

  
Convener, Library Advisory Committee

  
31/03/2021  
Principal

Verified and found correct

  
31/06/2021



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DT., -690531

**P.K.M. COLLEGE OF EDUCATION, MADAMPAM**

**Notice**

The Library Advisory Committee meeting will be held on 1<sup>st</sup> July 2021 at 2.00 p.m. in the Principal's chamber. All members of the committee are requested to attend the meeting in time.

**Agenda of the meeting**

1. Appointment of Library-in-charge
1. Any other

Convener

  
Principal

**Members:**

1. Dr. Rekha K. R.
2. Dr. Sholy Joseph K
3. Dr. Veena Appukuttan
4. Dr. Sinoj Josph
5. Ms. Litty Sunder (Student Rep)

  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O, MADAMPAM  
SHEKHARAPURAM, KANNUR DT., -670531





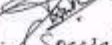
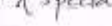

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The Minutes of the Library Advisory Committee Meeting  
held on 1<sup>st</sup> July 2021 at 2 pm in the Principal's chamber

### Agenda

- 1) Appointment of Library in charge
- 2) Any other

Members present :

1. Dr. Jessy N.C., Principal 
2. Dr. Sholy Joseph K 
3. Dr. Veena Appukkuttan 
4. Dr. Maya J. Pillai 
5. Dr. Retha K.R 
6. Dr. Prasanth Mathew 
7. Mrs. Lizy Jose, Library Asst. (Special Invitee) 

- (i) Dr. Veena Appukkuttan, Associate Prof, Department of Social Studies, is given the charge of the College Library until the appointment of the new college Librarian.
- (ii) It was decided to conduct the library orientation programme for the first year students in the fourth week of August.
- (iii) In the absence of a permanent librarian, library assistants were tasked with handling the daily routine of the library.
- (iv) It was decided to purchase books from the P.D account.



  
Convener

  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O. MADANGAM  
SREEKRISHNAPURAM, ERNAKULAM  
  
Principal

**P.K.M. COLLEGE OF EDUCATION, MADAMPAM**

**Notice**

The Library Advisory Committee meeting will be held on 30<sup>th</sup> March, 2022 at 3 p.m. in the Principal's chamber. All members of the committee are requested to attend the meeting in time.

**Agenda of the meeting**

1. Installation of KOHA and DSpace software
2. Any other

Convener

  
Principal

**Members :**

1. Dr. Rekha K. :
2. Dr. Sholy Joseph K. :
3. Dr. Veena Appukuttan :
4. Dr. Sinoj Joseph :
5. Ms. Litty Sunder (Stud. Rep) :

  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREENANGAPURAM, KANNUR DT., 670631

The Minutes of the Library Advisory Committee Meeting held on 30<sup>th</sup> March 2022 at 3.00 pm in the Principals Chamber

### Agenda

- 1) Installation of KOHA and DSpace Software.
- 2) Other related matters.

### Members present :

1. Dr. Jessy N.C., Principal
2. Dr. Maya J. Pillai
3. Dr. Veena Appukkuttan
4. Dr. Sholy Joseph K
5. Dr. Sibby Joseph
6. Dr. Rekha K.R
7. Ms. Litty Sunder (Stud.rep)

*[Signatures of members]*

The meeting discussed the various agenda of the meeting:

(i) The decision was made to install KOHA and integrated library management software for making the web OPAC available and DSpace - Digital Library software for enabling remote access to e-resources.

(ii) It was decided to purchase books from the P.D account. Also it was decided to request heads of departments to provide a list of the books they require.



*[Signature]*  
Convener.

*[Signature]*  
PRINCIPAL  
P.I.C.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SRIEKANDAPURAM, KANNUR DT., -670323

*[Signature]*  
Principal.

P.K.M. COLLEGE OF EDUCATION, MADAMPAM

Notice

The Library Advisory Committee meeting will be held on 15<sup>th</sup> June, 2022 at 3 p.m. in the Principal's chair. All members of the committee are requested to attend the meeting in time.

Agenda of the meeting

1. Library Fund
2. Any other

Convener

  
Principal

Members:

1. Dr. Sholy Joseph K
2. Dr. Veena Appukuttan
3. Dr. Maya J. Pillai
4. Dr. Rekha K R
5. Dr. Prasanth Mathew

Dr. Sinoj Joseph

  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670531

The Minutes of the Library Advisory Committee meeting held on 15<sup>th</sup> June 2022 at 3.00 pm in the Principal's Chamber.

### Agenda

- 1) Library Fund
- 2) Any Other

### Members Present:

1. Dr. Jessy N. C., Principal
2. Dr. Shaly Joseph K
3. Dr. Veena Appukkuttan
4. Dr. Maya J. Pillai
5. Dr. Rekha K.R
6. Dr. Prasanth Mathew
7. Ms. Maneesha P. (Stud rep)

*[Signatures of members]*  
 MRS

(i) It was decided to conduct the library orientation programme for the first year students in the first week of September.

(ii) It was decided to request the management to allocate more funds to purchase library resources.



*[Signature]*  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAM P.O., MADAMPAM  
 SREEKANAPURAM, KANNUR DT., 670021

*[Signature]*  
 Convener

*[Signature]*  
 Principal

**P.K.M. COLLEGE OF EDUCATION, MADAMPAM**

**Notice**

The Library Advisory Committee meeting will be held on 31<sup>st</sup> March, 2023 at 2.30 p.m. in the Principal chamber. All members of the committee are requested to attend the meeting in time.

**Agenda of the meeting**

1. NAAC visit related matters
2. Purchase of books
3. Other related matters

Convener

  
Principal

**Members:**

1. Dr. Sholy Joseph K
2. Dr. Veena Appukuttan
3. Dr. Maya J. Pillai
4. Dr. Rekha K R
5. Dr. Prasanth Mathew



Dr. Sinaj Joseph

  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O, MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670631

The Minutes of Library Advisory Committee Meeting held on 31<sup>st</sup> March 2023 at 2.20 pm in the Principal's chamber.

### Agenda

- 1) NAAC visit related matters
- 2) Purchase of books
- 3) Other related matters

### Members present:

1. Dr. Jessy N.C., Principal
2. Dr. Shady Joseph K
3. Dr. Veena Appukkuttan.
4. Dr. Maya J. Pillai
5. Dr. Reetha K.R
6. Dr. Prasanth Mathan

*[Handwritten signatures and initials of the members present]*

- (i) The meeting discussed various issues related to the library development in the view of NAAC revisit. A decision has been made to develop a comprehensive master plan for the library in anticipation of the upcoming NAAC visit.
- (ii) It was decided to purchase more books and renew journals.
- (iii) The meeting also decided to renew the subscription of N-List Concolita to the Institution.
- (iv) A decision was made to allocate a dedicated reading area, considering space constraints.



*[Handwritten signature]*  
Convener

*[Handwritten signature]*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPUZHA P.O., THIRUVANANTHAPURAM  
SREEHARADURU, KATHAPUZHA P.O., THIRUVANANTHAPURAM  
Principal

## Mentoring and Counselling Committee-Minutes


Minutes of the Mentoring & Counselling<sup>3</sup>  
Committee meeting held on 6/12/19


A counselling and mentoring committee meeting was held on 6/12/19. The following members participated in the meeting.


1. Dr. Sr. Jessy N-C
2. Dr. Shaly Joseph K
3. Dr. Veenu Appukuttan
4. Dr. Prasanth Mathew
5. Ms. Javeda Javeed

Decisions

1. The two batch students (100) will be were allotted to 9 teachers including principal and Sr. Caroline.
2. Record of attendance and report of mentoring will be done by the respective teachers.
3. Counselling records also should be maintained by the respective teachers.










  
PRINCIPAL  
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KATHIRAMATTU P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DIST., 670601

Minutes of the Mentoring & Counselling<sup>5</sup>  
Committee held on 10/05/2020

A meeting of the Mentoring & Counselling Committee was held on 10/05/2020 at 11.00am in the principal's chamber. The following members participated in the meeting.

1. Dr. Jerry N. C. 
2. Dr. Sady Joseph 
3. Dr. Madhukrishnan Mathew 
4. Dr. Reekha K. P. 
5. Mrs. Jomol Jose 

Decisions

1. One period for mentoring should be included in every week.
2. This period for mentoring should be included in the time-table itself.
3. Professional counselling also can be done by staff members.



  
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KATHAPPAN P.O. MADAMPAM  
SREEHARANPURIAM, KANNUR DT., -670321

Minutes of the Mentoring & Counselling Committee  
held on 08/09/2020

A meeting of the Mentoring and Counselling Committee was held on 8th September 2020 at 11.00 am at the Principal's Chamber. The following decisions were made. The following members participated in the meeting.

1. Dr. Jessy N.C. (Principal)
2. Dr. Shalep Joseph K.
3. Dr. Mayal J Pillai
4. Dr. Veena - Appukuttyan
5. Dr. Sija Joseph
6. Mrs. Jothol Jose
7. Marimol Simon
8. Dr. Reba. K.R.

Decisions

1. Since the university has swapped the semester and at present fourth semester is running. So the 10th semester students, mentoring list can't be prepared.
2. One period will be allotted for mentoring.
3. All Thursdays mentoring will be done one period. In the coming week<sup>in</sup> the thursday, period for 1st will be allotted for mentoring. In the following thursdays periods for 4<sup>th</sup>, 7<sup>th</sup> and 10<sup>th</sup> will be allotted for Mentoring.
4. Since Dr. Prasanth Mathew is on leave, those students will be allotted to Mrs Sija Joseph M for Mentoring.



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SREEKANDAPURAM, KANNUR DIST., 670631



# P.K.M. COLLEGE OF EDUCATION

MADAMPAM, KAITHAPRAM P O, KANNUR - 670631  
(Govt. Aided Teacher Education Institution affiliated to Kannur University)  
Recognized by NCTE and included under UGC 2(f) & 12B category  
Accredited by NAAC with 'A' Grade, (Second cycle -4 point scale), RUSA 2.0 beneficiary  
E-mail: [pkmcollege@rediffmail.com](mailto:pkmcollege@rediffmail.com), Website: [www.pkcollege.org](http://www.pkcollege.org)  
Tel: 0460 2230929, Fax: 04602 232449

## P.K.M. COLLEGE OF EDUCATION, MADAMPAM Mentoring List-2020-2021

1. Dr. Jessy N.C.

1. Jofia Jose
2. Laya K. Baby
3. Ragesh T.
4. Drishya V.V.
5. Ashly Kuriakose
6. Megha-K.K.

2. Dr. Bekha K.R.

1. Akhila E.K.
2. Sayana Jose
3. Ribisha E.
4. Haritha P.C.
5. Athira C.K.
6. Sanooja P.P.

3. Dr. Mava J. Pillai

1. Johns Biju
2. Snetha K.
3. Yamuna M.M.
4. Amrutha K.
5. Swathi C.V.

4. Dr. Sholy Joseph K.

1. Jomal José
2. Vishnu P.S.
3. Jain James
4. Jishna C.H.
5. Bijila K.K.
6. Thomson Sabu

5. Dr. Veena Appukuttan

1. Mridula B.P.
2. Ambili Joseph
3. Anitha P.
4. Shahanas K.
5. Sweetymol Shaji

6. Dr. Sinoj Joseph

1. Rahul K.
2. Angelin Stephen
3. Anuhridya O.
4. Sivaeerthana Dinesh
5. Vinaya P.P.
6. Megha K.K.

7. Mrs. Jomol Jose

1. Rasika K.P.
2. Anjali Varghese
3. Abin Jose
4. Anjusha Kurian
5. Akhila P.V.

8. Dr. Prasanth Mathew

1. Siona Jacob
2. Anju Varghese
3. Bency Scaria
4. Alan Maria John
5. Anju A.

9. Sr. Caroline

1. Sruthi Ramesh
2. Arsha M.
3. Arushi Cyril
4. Ashish Saseendran
5. Athira V.K.

Mentoring Committee Convener  
(Dr. Sholy Joseph K.)



Principal (Dr. Jessy N.C.)  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P O, MADAMPAM  
SREEKANDAPURAM, KANNUR DT., 670631



PRINCIPAL  
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KAITHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., 670631

## Report of the Mentoring done on 24/09/2020

As per the decision of mentoring committee and Staff Council, the mentoring list was formed. Six or five students were allotted to each teacher including principal.

On 24<sup>th</sup> September 2020 the fourth period starting from 9.30 to 1.30 was allotted for mentoring. All teachers given freedom to meet their mentees as per their convenience. Mentees of Dr. Prasanth Mathew was allotted to Mrs. Saja Joseph.

Teachers used different means like zoom and Whatsapp video call for communicating to mentees. Mentees experience in this academic year was conveyed to mentors. Most of them are satisfied with the present online teaching and the academic activities of this academic year. They had a different experience in the online practice teaching (Internship) which was there for one month.

They shared joy over the new technologies they had acquainted with during these days. New communicating platforms like Microsoft Teams was really appreciable. Few of them also communicated the missing of friendship chats and get together during this online learning.

The meeting with the mentees ended around 1.30 pm. It was a good experience for both mentors and mentees.



Mentoring Committee Convenor  
Dr. Shaja Joseph K

Principal  
P.K.M. COLLEGE OF EDUCATION  
KATHIRAMPALLAM (TAMIL NADU)  
Dr. V. G. Senthil N. C.

Report of the Mentoring Done on Thursday

1<sup>st</sup> October 2020

This week's mentoring was on 1<sup>st</sup> October 2020 Tuesday. The time allotted for mentoring goes from 11:00am to 12:00am.

All teachers met their mentees in different platforms. Most of the teachers used whatsapp video call for this purpose.

Mentors used this time to personally know their mentees. Their family backgrounds and educational backgrounds were enquired. Mentors personally tried to know these mentees during this one hour.

This time was used fruitfully to know our students personally. It was a meaningful session for all mentors and mentees.

*S. J. P.*  
01/10/2020

*J. N. C.*  
01/10/2020

(Dr. Sholy Joseph K. Mentoring Committee Convener) (Dr. Jussy N. C. Principal)



*J. N. C.*  
PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KUTHAPPAM P.O., MADAMPAM  
THRISSUR DISTRICT, KERALA

Report of the Mentoring done on 08/10/2020  
and 15/10/2020

As per the time-table, there was a mentoring period from 9.45 to 10.45. All mentors meet their mentees during this period in whatsapp and other online platforms.

This was a situation to create personal communication with these students. Due to net connectivity problems some students couldn't attend these meetings. This day personal interaction with these students strengthened.

Another mentoring session was there on 15th october 2020 from 8.30am to 9.30pm. In this session students shared their expectations and objectives in 2020-2021. Most of them shared that their prime objective is to qualify competitive examinations in this year. Some students shared their personal interests too. These were very fruitful sessions.

J.J.P  
15/10/2020

Dr. Shady Joseph  
Mentoring Committee  
Convener.

J.J.P  
Dr. Jessy N.C.  
Principal



J.J.P  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KALTHAPRAM P.O., MADAMPAM  
SREEHARIPURAM, KANNUR DT., 670631

Report of the Mentoring done on 22/10/2020.


A mentoring session was held on 22nd October 2020 from 12:30pm to 1:30pm.

All mentors met their mentees in different online platforms. Students shared their worries regarding the 7<sup>th</sup> and 8<sup>th</sup> semester exams which is scheduled from 19<sup>th</sup> November onwards.

This was a lively session in which mentors got opportunity to know the mentees. The session ended at 1:30 pm.

~~22/10/2020~~

Dr. Shaly Joseph K.  
Mentoring Club Convener

  
Dr. Jency N.C.  
Principal



  
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KAITHAPRAM P.O., MADAMPAM  
SREEKRISHNAPURAM, KOLLAM DT, -670631

Report of the Mentoring Day Celebrations on 27<sup>th</sup> October 2020

Mentoring Day Celebrations were held on 27<sup>th</sup> October 2020 at 10:30 am in the Microsoft Teams. Principal Dr. Jesy N.C. inaugurated this function.


Celebrations were started with a silent prayer. Dr. Shady Joseph K. welcomed the gathering. The first paper presentation was by Anji Rajasekar. She gave a detailed description about the mentoring in the present scenario. She described about different types of mentoring too.

The second presentation was on different Mentoring skills. A detailed presentation about different types of mentoring skills was done by Jain James. She gave example of world famous mentors made in the history.

Vannina MM offered vote of thanks for the meeting. The meeting concluded around 11:30 am.

~~11/11~~  
27/10/2020

Dr. Shady Joseph K.  
Mentoring Committee  
Convener









  
Dr. Jesy N.C.  
Principal.



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
THRISSUR DISTRICT, KERALA

Minutes of the Mentoring and Counselling Committee  
held on 25/03/2021


A meeting of the Mentoring and Counselling Committee was held on 25th March 2021 at 3.00 pm in the Principal's Chamber. The following members participated at the meeting.

1. Dr. Jency N.C. 
2. Dr. Reekha K.A. 
3. Dr. Shaly Joseph K. 
4. Dr. Veerth Appakuttam 
5. Dr. Maya J. Pillai 
6. Dr. Sridi Joseph 
7. Mr. Jovial Jose 
8. Sr. Minamol Simon 

Decisions

1. It was decided to allocate 1920-22 students for mentoring faculty.
2. All staff members including Sr. Caroline will be mentors.
3. Family and other details of the mentees will be collected in the form.



  
PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O. MADAMPAM  
SREE ANGAPOURAM, KODUNGURU DT., 670631

## Minutes of the Mentoring & Counselling Committee

Held on 02/09/2021

A meeting of the Mentoring & Counselling Committee was held on 02/09/2021 at 10:30am in the Principal's Chamber.

### Agenda

- ① Mentoring list Preparation
- ② Duration of Mentoring
- ③ Teachers of Mentoring

The following members participated in the Meeting

- ① Dr. Jomy N.C. (Principal) *JNC*
- ② Dr. Shady Joseph K. (Convener) *SHJ*
- ③ Dr. Veera Appikuttan *VA*
- ④ Dr. Sincy Joseph *SJ*
- ⑤ Mrs. Joubal Jose *JJ*
- ⑥ Sr. Karunya *SK*

### Decisions

1. Mentoring list for the batch of 21-23 students should be prepared by the Convener Dr. Shady Joseph K. after completing their admission.
2. An one period will be allotted for mentoring on every Wednesday. Mentors will be given the freedom to call the mentees over the phone and WhatsApp. Mentees of Mrs. Rekha K.R. will be allotted to Mrs. Anjana.



*JNC*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
MADURAI - 625 011

Minutes of the Mentoring & Counselling Committee  
on 17/09/2022

A meeting of the Mentoring and Counselling Committee was conducted on 17/09/2022 at 3.30pm in the Principal's Chamber.

Agenda

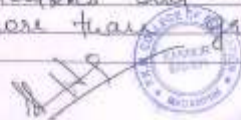
Evaluation of this year's activities

The following members participated in the Meeting.

- ① Dr. Jessy NC
- ② Dr. Shaji Joseph K
- ③ Veena Appakuttan
- ④ Dr. Suci Joseph
- ⑤ Mrs. Josph Jese
- ⑥ Sr. Kameya

Decisions

1. Online classes were conducted in the beginning of this year. Hence, mentoring could not be done as a group. This being the second year of online class, government of Kerala has given a restriction to conduct online classes only upto restricted time. Hence, group mentoring was not much done.
2. Mentors did individual mentoring more than group mentoring.



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SREEKRISHNAPURAM, KANNUR DT., PIN-670621

Minutes of the Mentoring Committee 25  
Meeting held on 02/04/2022.

A meeting of the mentoring and counselling committee was conducted on 02/04/2022 at 4:00 pm in the Principal's chamber.

Agenda

1. Listing of Mentoring for New batch.
2. Activities of this committee for this academic year.

The following Members participated in the Meeting

- ① Dr. Jessy N.C. *JNC*
- ② Dr. Shirley Joseph *SJP*
- ③ Dr. Venu Anilkutty *VA*
- ④ Dr. Suresh Joseph *SJ*
- ⑤ Mrs. Johny John *Johny*
- ⑥ S. Karunya *SK*

Decisions

1. Mentoring list for 22-24 Academic year will be prepared by Co-ordinator Dr. Shirley Joseph after the admission is over.
2. One period will be allotted for Mentoring in the time-table.
3. Apart from the allotted period Mentors have freedom to contact meet the mentees if needed over the phone and whatsapp.



*[Signature]*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KUTHAPRAM P.O., MADAMPAM  
ERNAKULAM DISTRICT, KERALA


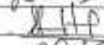
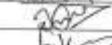
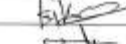

Minutes of the Mentoring & Counselling  
Committee conducted on 13/02/2023

A Mentoring and counselling Committee meeting was held on 13/02/2023 at 4:30pm in the Principal chamber.

Agenda

Evaluation of this year's activities.

The following Members participated in the Meeting

- |                          |  |
|--------------------------|--|
| 1. Dr. Jony N.C.         |   |
| 2. Dr. Shady Joseph K.   |   |
| 3. Dr. Veerth Appukuttan |   |
| 4. Dr. Suroj Joseph      |   |
| 5. Mr. Jeevan Jose       |  |

Decisions

1. Mentors were satisfied with their mentoring activities. They advised students to write competitive exams and examinations like KJET, SET, NET, CTET etc.
2. Mentees were advised to present papers in Seminars and workshops.
3. Mentees were advised to go for higher studies in Education (MEd) and PhD researches. Most of the students were very positive to above advices.

  
PRINCIPAL  
S.J.M. COLLEGE OF EDUCATION  
KATHADILAM P.O., MADANPAM  
SREEKANCHIPURAM, KANNUR DT., -670621





Minutes of the Mentoring and Counselling  
Committee Conducted on 09/06/2023

A counselling and Mentoring meeting was held on 09 June 2023 at 4 pm in the Principal's office.

Agenda

1. Planning for this year 2023-24
2. Planning for activities of Mentoring Day.

The following members participated in the meeting:

1. Dr. Jessy N.C. 
2. Dr. Shaji Joseph K 
3. Dr. Venita Appukuttan 
4. Mrs. Javul Jose 

Decisions:

1. It was decided to form Mentoring list for present batch of students after the completion of admissions.
2. It was decided to Celebrate Mentoring Day in October.
3. Mentors can meet mentees in groups during time-table hours. They can also have individual meetings or phone calls if needed.



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KUTHAPPARAM P.O., MADAMPAM  
SRIKRISHNAPURAM, KANNIUR, IT, 606311

## Purchase Committee Minutes

7








23/6/2020

Minutes of the Purchase Committee Meeting held on 11<sup>th</sup> June 2019 at 2.30 pm in the Principal's office

Agenda of the Meeting



- 1) To read and approve the minutes of previous meeting.
- 2) To consider the purchase of various items - web camera, laptop, revolving chair, pendrive, UPS, Books for library, plates and gardening tools.

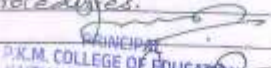
Members present

1. Dr. Jessy N.C., principal. 
2. Dr. Prasanth Mathew. 
3. Dr. Sree Joseph. 
4. Dr. Bejiba K.R. 
5. Minimal Simon (Sr. Kasurua) 
6. Sr. Raicy Philip 
7. Mr. George Joseph. 

Decisions

1. Minutes of the previous meeting read and approved.
2. It was decided to purchase the items discussed in agenda two using available funds and following the necessary procedures.

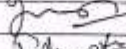
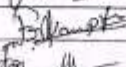
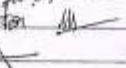




  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MUDAMPAM  
SREEKANGAPURAM, KANNUR DISTRICT

Minutes of the Purchase Committee Meeting held on 8<sup>th</sup> June 2020 at 3.00 pm in the Principal's office.

### Agenda of the meeting

- 1) To read and approve the minutes of previous meeting
- 2) To purchase sanitizer stand and pendrive.

### Members Present

1. Dr. Jessy N.C., Principal 
2. Dr. Srijay Joseph 
3. Dr. Shaji Joseph K. 
4. Sri. John P.T. 
5. Minimal Simon (Sr. Kamya)  Mini
6. Sr. Raicy Philip  Rishi
7. Sri. Jagan Mathew 

### Decisions

The meeting commenced at 3.00 pm in the Principal's office. Dr. Jessy N.C., Principal presided over the function. The Convener made an introductory talk and welcomed the members. Minutes of the previous meeting read and approved by the members. It was decided in the meeting to purchase sanitizer stand and pendrive (8 GB).

  
Convener



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANATHAPURAM, KANNUR DT., 670531

Minutes of the Purchase Committee Meeting held on  
3<sup>rd</sup> June 2021 at 3.00 pm in the Principal's office.

### Agenda of the meeting

- 1) To read and approve the minutes of previous meeting.
- 2) To purchase the following necessary furniture & IT equipments to Administration Section, Principal room and library.

### Items

#### IT Equipments

- |                      |     |
|----------------------|-----|
| 1. Laptops           | - 7 |
| 2. Desktop Computers | - 1 |
| 3. Pendrives 32 GB   | - 2 |
| 4. Air Conditioner   | - 1 |
| 5. Printer           | - 3 |
| 6. Punching Machine  | - 1 |
| 7. Wifi Modem        | - 3 |

#### Furniture

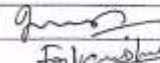
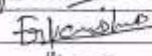



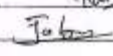
- |                            |                    |
|----------------------------|--------------------|
| 8. File Cabinet & Locker   | - 1                |
| 9. Wooden Chairs           | - 8                |
| 10. Fiber chairs           | - 75 (for library) |
| 11. Wooden Sofa            | - 1                |
| 12. Wooden Bench           | - 1                |
| 13. Principal Office Table | }                  |
| 14. Corner Table           |                    |
| 15. Wall paneling          |                    |



PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
TIRUKANGALURAM, KANNUR DIST., 670321

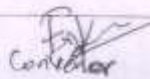
16. Window Curtain & Net - 22
17. Thermal Scanner - 1
18. Pulseox meter - 2
19. Miscellaneous items
20. Books for library.

### Members Present

1. Dr. Jessy N C, Principal 
2. Dr. Sinoj Joseph P. 
3. Dr. Shohy Joseph K. 
4. Minimal Simon (Sr. Kamaya) 
5. Sr. Railey Philip 
6. Mr. Joby Mathew 

### Decisions

1. Minutes of the previous meeting read and approved.
2. The meeting discussed the requirements and decided to purchase the furniture and IT equipments, library books and other miscellaneous items in view of RUSA renovation - using available funds and following the necessary procedures.
3. In the meeting, the Principal announced that, as part of the college's 'Laptop for all program', two close friends of Principal, who are also supporters of the college, generously donated six laptops for the institution.

  
Controller



  
PRINCIPAL  
KUMAR COLLEGE OF EDUCATION  
KATTHAPURAM P.O. MADHURAI  
SRIERANDHURAM, KANNUR DISTRICT

Minutes of the Purchase Committee meeting held on 24<sup>th</sup> March 2022 at 3.00 pm in the Principal's office.

### Agenda of the meeting

- 1) To read and approve the minutes of previous meeting.
- 2) To analyse whether the decisions taken at the last meeting were implemented or not.
- 3) To discuss about the purchase required for the coming academic year.

### Members Present

1. Dr. Jerry N C, Principal *Jerry*
2. Dr. Sinoj Joseph *Sinoj*
3. Minimal Simon (Sr. Karunya) *Mini*
4. Sr. Raicy Philip *Raicy*
5. Mr. Joby Mathew *Joby*
6. Dr. Sholy Joseph K. *Sholy*

### Decisions

1. Minutes of the previous meeting read and approved.
2. The items (furniture, IT equipments and other miscellaneous items) agreed upon for purchase in the previous meeting have been confirmed as acquired using available funds.
3. The meeting concluded at 4.30 pm with discussion of making the purchase for the next academic year.



*Jerry*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATTIAPRAM, MADAMASI  
SREEKRISHNAPURAM, KOLLAM DISTRICT, KERALA  
Principal

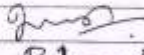
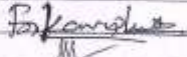




Minutes of the Purchase Committee meeting held on  
4<sup>th</sup> June 2022 at 2.30 pm in the Principal's office

Agenda of the meeting

- 1) To read and approve the minutes of previous meeting
- 2) To consider purchase of following items:

Items	Quantity
1. Laptop	- 1
2. Pen drive's 32 GB	- 2
3. Microphones	- 4
4. Mat	- 4
5. Zeal DD Email	- 1
6. Wall Fan	- 2
7. Solar Inverter	
8. S.M Mixer	- 1
9. Yoga Mat	- 50
10. Furnitures (Tables, Teapoy)	
11. Decoration items	
12. Books for library	
13. Other items	

Members Present:

1. Dr. Jessy N C, Principal. 
2. Dr. Sinaj Joseph. 
3. Dr. Shaly Joseph K. 
4. Sr. Rafeq Philip. 
5. Minimal Simon (Sr. Karunya). 
6. Mr. Joby Mathew. 



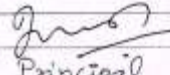
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
BHEKANDAPURM, KANNUR DC, 670021

Decisions

1. Minutes of the previous meeting read and approved.
2. It was decided to purchase the items mentioned in agenda using available funds and following the necessary procedures.

  
Convener



  
Principal

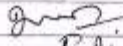
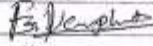



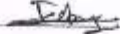
  
PRINCIPAL  
R.J.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANThAPURAM, KANNUR DT. - 670631

Minutes of the Purchase Committee meeting held on 30<sup>th</sup> March 2023 at 3:00 pm in the Principal's office.

### Agenda of the meeting

1. To read and approve the minutes of previous meeting.
2. To evaluate whether the decisions taken at the last meeting were implemented or not.
3. To discuss about the purchase required for the coming academic year.

### Members Present:

1. Dr. Jessy N C, Principal 
2. Dr. Sinej Joseph 
3. Dr. Sholy Joseph K 
4. Sr. Raicy Philip 
5. Minimal Simon (Sr. Karunya) 
6. Sr. Mr. Joby Matthew 

### Decisions:

1. Minutes of the previous meeting read and approved.
2. The furniture and other required items agreed upon for purchase in the previous meeting have been confirmed as acquired using available funds.
3. The items required for the next academic year were discussed and the meeting concluded at 4:15 pm.

  
Convener



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATTAPPANA P.O., MADAMPAM  
SREEKRISHNAPURAM, THRISSUR DISTRICT, KERALA

## Sports Academy Minutes

12

2019 January 11

### Agenda

- Inauguration of Sports Academy
- Entry/Admission of School students
- Distribution of Jersey

### Decisions Made

As part of the activities of P.K.M Sports Academy the following programmes are decided to conduct on 20/02/2019.

1. Inauguration of Sports Academy
2. Welcoming school students to the academy
3. Jersey distributions

### Action taken

On 20<sup>th</sup> February 2019, P.K.M sports Academy was inaugurated officially and school students were admitted to undergo training. Distribution of jersey for the players also took place.

### Participants

1. Dr. Sinej Joseph (Director) *Eng...*
2. Dr. Jessy M., Principal (Convener) *Jessy*
3. Dr. Prasanth Mathew *Prasanth*
4. Dr. Veena Appakuttan. *Dr*
5. Joky Mathew *Joky*



*Jessy*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O, MADAMPAM  
SREERANDAPURAM, KANNUR DT., -670551

2019 July 17.

Agenda

- Discussion and suggestions for an indoor stadium
- Participation of students in the district and state open championship

Decisions Made

As part of the strengthening of the activities of P.K.M. sports academy, the following programmes are decided to be materialised:

1. Suggestions for indoor stadiums
2. Participation of students in the district and state open championships.

Action taken

The suggestions for the new indoor stadium has submitted to the concerned authorities. Furthermore, ensured the participation of students in the open championships conducted district and state level.

Participants

1. Dr. Sinej Joseph (Director) *For/over*
2. Dr. Jessy N.C., Principal (Convener) *For/over*
3. Dr. Prasanth Mathew *For/over*
4. Dr. Veena Appukuttan *For/over*
5. Joby Mathew *For/over*



*Jessy N.C.*  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADAMPAM  
 SREEKANAPURAM, KANNUR DT., -670631

2020 March 12.

Agenda

- Summer coaching camp
- New Jersey distribution
- One day picnic
- Training programmes
- Intervention of parents

Decisions Made


As part of expanding the activities of P.K.M. Sports Academy, it is decided to launch a summer coaching camp for intensive training. The students expressed their willingness in attending the camp which would further hone their skills. It is also decided to distribute new jerseys to the students. As part of the rapport activities, a one day picnic was also planned. In addition, more training programmes and vigilant intervention of parents are also expected.

Action taken

As the sports academy decided to launch a summer coaching camp, a one month intensive coaching camp was organised and 60 students, including boys and girls were participated. Moreover, new jerseys were distributed along with incorporating more training programmes. A one day picnic was also organised in order to build the rapport with the students.

Participants

1. Dr. Sinej Joseph (Director)
2. Dr. Jeyya N.C. Principal (Convener)
3. Dr. Veena Appakutlan
4. Jeyson Jose
5. Joby Mathew

  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADAMPAM  
 SREEKARAPURAM, KANAKUR DT., 670631



2021 December 19.

Agenda

- Online parents meeting
- Evaluation
- Analysis of the physical fitness of children
- Special camp for the selection of students to the governmental establishments

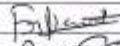
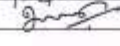



Decisions Made

In order to facilitate the selection of our children to the government establishments, a special camp is decided to be conducted.

Actions taken

In the light of the Covid 19 pandemic, as our activities faced a lot of hindrances the special camp was conducted adhering to the protocol.

Participants

1. Dr. Sinoj Joseph (Director) 
2. Dr. Jessy NC, Principal (Convener) 
3. Dr. Rekha KR. 
4. Jamal Josa 
5. Joby Mathew 



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATTAPPURAM P.O., MADAMPAM  
 SRIKANTHAPURAM, KAMBUR DT., -670531

2022 July 13.

19

### Agenda

- Admission of new batch of students to the academy
- Training programmes
- Yoga training
- Physical fitness test
- Basketball coaching for students

### Decisions Made

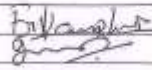
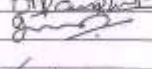

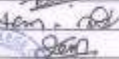
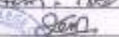
As part of the regular functioning of the academy after the restrictions of Covid pandemic, the following actions are planned to be executed:

1. Admission of new batch to the academy
2. New training programmes
3. Training in Yoga
4. Fitness test and
5. Coaching in basketball

### Action taken

As per the decisions taken, a new batch of students were admitted to the academy in the month of July. Physical fitness test for the students was conducted along with introducing new trainings including Yoga. Special coaching for basketball under the guidance of a professional coach also started.

### Participants

1. Dr. Sinoj Joseph (Director) 
2. Dr. Jessy NC, Principal (Convener) 
3. Dr. Prasanth Mathew 
4. Dr. V. C. S. Pappalathan 
5. Joby Mathew 



PRINCIPAL  
P.I.C.M. COLLEGE OF EDUCATION  
KALTHAPRAM P.O., MADAMPAM  
SHEKHARAPURAM, KATTUR B.R., 670631

2023 March 21

Agenda

- Shifting of the camp to Maryland High School
- Giving sports facilities
- MoU between P.K.M Sports Academy & Maryland H.S Madampam

Decisions Made

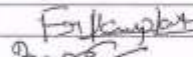
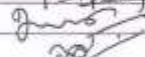



As part of the reorganisation of the activities of P.K.M Sports Academy, the following actions are decided to be taken:

1. Camp shifting to Maryland High School
2. Giving sports facilities
3. The signing of MoU between P.K.M Sports Academy & Maryland High School.

Action taken

In the light of decisions taken, the shifting of camp to the premises of Maryland High School took place. Academy donated the sports facilities and equipments to the school. An MoU was signed between P.K.M Sports Academy & Maryland High School.

Participants

1. Dr. Sing Joseph (Director) 
2. Dr. Jessy N.C., Principal (Convener) 
3. Dr. Veena Appukuttan 
4. James Jose 
5. John Mathew 



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITIAPRAM P.O., MADAMPAM  
 SRIEKANDAPURAM, KANNUR DT., -570611

## Vigilance Awareness Committee

35 2018-2019 Date: 21/06/201

### AGENDA

Formation of committee.

Create awareness among teachers

Students about vigilance activities.

Explain action plans.

### DECISION MAKING

As a part of vigilance awareness activities, it has been decided to plan and implement the following programs at PKM college of education Madampam

28.06.2018 Vigilance awareness club formation

28.06.2018 Vigilance awareness pledge

30.08.2018 Vigilance awareness class.

### ACTION TAKEN

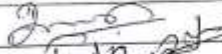
As a part of vigilance activities decided to awareness PKM college of education Madampam organized and conducted vigilance awareness club on 28.06.18, vigilance awareness pledge on 28.06.2018 and 30.08.2018 Vigilance awareness class.



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., -670631

Participant list

Dr. Jessy NC



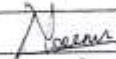
Dr. Sindj Joseph



Dr. Veena Appukuttan



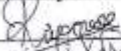
Meenu T.C. (Student coordinator)



Ramya Raghavan



Riya Rose Mathew



Nimisha A



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KALTHAPPAM P.O., MADAMPAM  
SREEKANThAPURAM, KANNUR DT., -670631

AGENDA

Date: 7.09.20

- \* Discussion and Evaluation of Previous activities.
- \* To plan events related to vigilance week.
- \* Organize events in public.

DECISION MAKING

As a part of vigilance awareness activities, P.K.M. College of Education Madampam has decided plan and implemented following plans.

07.09.2018 Vigilance awareness speech.

01.11.2018 Display of vigilance awareness banners in public places.

31-10-2018 Vigilance week seminar on integrity.


ACTION TAKEN

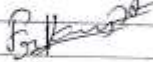
As a part of vigilance awareness activities organized a speech on 7.09.2018 vigilance week seminar on 31.10.2018 and display a vigilance awareness banners in public places on 01.11.2018.




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SREEKANDAPURAM, KANNUR DT.,-570631


participant list


Dr. Jessy MC 


Dr. Sines Joseph 


Dr. Prasanth Mathew

Dr. Veena Appukuttan 

Sujina T.V (student coordinators) 

Hazha A.T 

Senia cyria 

Smuthi C.K 





PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O, MADAMPAM  
SREEKANAPURAM, KOLLAM DT.,-670631

Date : 25/12/2018

## AGENDA

- \* Review and evaluation of Previous action is done with vigilance awareness
- \* Decide on the training Presentation of Street drama as Vigilance awareness
- \* Organize necessary vigilance awareness training Program

## DECISION MAKING

As a part of vigilance awareness activities, P.K.M. College of Education Madampam decided to plan and implement below programs

08-12-2018 - Vigilance awareness street drama

09-01-2019 - Vigilance Quiz Competition

22-02-2019 - Vigilance awareness debate


## ACTION TAKEN


As a part of vigilance awareness activities P.K.M. College of Education Madampam organize various programs like quiz competition, drama and vigilance awareness debate.





PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPPAM P.O. MADAMPAM  
BREEKARAPURAM, KANNUR DT., 670321


## PARTICIPANT LIST


Dr. Siny Joseph 

Dr. Jessy N.C. 

Dr. Prasanth Mathew  
Jemal Jere 

Akhila John [Student Coordinator] 

Thulasi N.B. 

Rajina P.P. 



  
PRINCIPAL  
P.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DT., -670531

## AGENDA

Date: 04/03/19

- \* Review of Previous activities related to Vigilance awareness
- \* Vigilance awareness Seminar planning
- \* Vigilance awareness programme explanation

## DECISION TAKEN

As a part of Vigilance awareness program P.K.M College of Education Madampam dec to plan and implement below programs

07-03-2019 - Message Construction

28-03-2019 - Vigilance awareness Seminar

## ACTION TAKEN

As a part of Vigilance Awareness P.K.M College of Education organize various program raising awareness among the student teachers like message construction related to vigilance and vigilance awareness seminar



*[Signature]*  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHARBAM P.O., MADAMPAM  
 SHEEKANDAPURAM, KAKKUR DT., KANNUR

PARTICIPANT LIST

Dr. Jessy N.C. *Jessy*

Dr. Siney Joseph *Siney*

Dr. Veera Appukuttan *Veera*

Dr. Prasanth Mathew

Rejini N.V. *Rejini*

Athira K. *Athira*

Ranya Sree N.V. *Ranya*



*Jessy*  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPPARAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DT., -670631

2019-2020

Date - 5/06/2019

AGENDA

- \* The formation of Committee
- \* Create awareness among student teacher awareness activities
- \* Explain action plan

DECISION MAKING

As a part of vigilance awareness activities, It has been decided to plan and implemented program under the madampam P k M College of Education











19/06/2019 vigilance awareness pledge  
11/07/2019 vigilance awareness class

Action Taken

Related to vigilance awareness programs P k M coll of Education Madampam accepted vigilance awaren pledge on 19-06-2019 and vigilance awareness class organized on 11/07/2019



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANGAPURAM, KANYAKUMARI DIST., KERALA

Participant listDr. Jessy N.C (Principal) Dr. Sinoj Joseph (Staff Coordinator) ~~Mrs. Jamal Jose~~Ms. Sruthi Ck (President) Ms. Sujina TV (Vice President) Ms. Akhila John (Secretary) Ms. Meritta Stephan, (Treasurer) Anju . A Vinayak . P . P Jishna . CH 
  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM, P.O., MADAMPAM  
 SREEKANDAPURAM, KANNUR DT., -670631

Date 3/9/2019

Agenda

- \* Discussion and Evaluation of previous activities
- \* Examining feasibility of vigilance programs.
- \* planning vigilance knowledge demonstration

Decision Making

As a part of vigilance awareness activities, it has been decided to plan and implemented program under the Madampam P.K.M College of Education

10-10-2019 Vigilance Exhibition

22-10-2019 Vigilance awareness class




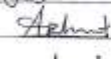

11-11-2019 Vigilance awareness speech.

Action Taken

In part of vigilance awareness program P.K.M college organized vigilance exhibition, awareness class and awareness speech on 10-11 october 2019 and 11 Nove respectively.



  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAM P.O, MADAMPAM  
 SREEKANDAPURAM, KANCHI DIST., TAMIL NADU

Participant ListDr. Jessy Ne (Principal) Dr. Sinoj Joseph (staff co-ordinator) Ms. Srathi ck (president) Ms. Sujina TV (vice president) Ms. Akhila John (Secretary) Akhila P.V (Student Coordinator) Yamuna M Vishnu P.S 
  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPPAM P.O., MADAMPAM  
 SREEKANAPURAM, KANNUR DT., 670631

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DATE : 15.12.2019

### AGENDA

- Review and Evaluation of previous activities.
- Examining different possibility of activity.
- Conducting vigilance awareness program

### DECISION MAKING

As a part of vigilance awareness activity P.K.M college of Education has decided to plan and implemented various programs.

12.12.2019 — Vigilance Awareness seminar

03.01.2020 — speech competition.

06.02.2020 — Poster Making competition.

### ACTION TAKEN


P.K.M college of Education Madampam organized various events related to vigilance awareness on 12.12.2019, 03.01.20. and 06.02.2020.




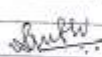
  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DIST., PIN-670001

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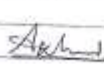
PARTICIPANT LIST


Dr. Jessy N.C (Principal) 


Dr. Sinej Joseph (Staff Coordinator) 


Ms. Sruthi C.K. (President) 

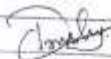
Ms. Sujina T.V (Vice president) 

Ms. Akhila John (Secretary) 

Laya K. Baby (Student coordinator) 

Amalitha K 

Jobina Biju 

Prishya V.V 



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANAPURAM, KANCHIPURAM - 620031

Date: 20.21.20

AGENDA

- o Discussion and Evaluation of previous activities.
- o Elicitation of preparation and presenta of street drama to promote vigilance awareness message
- o Assessment of success potential of vigilance activities.

DECISION MAKING

In past of vigilance activities PKM collage has decided to plan and implemented various programs.

03.03.2020 — Vigilance awareness street drama.

17.03.2020 — Quiz

ACTION TAKEN


Related to vigilance awareness PKM collage of Education organized a street drama and quiz vigilance awareness relate on 03.03.2020 and 17.03.2020 respectively





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DIBRUGARH


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PARTICIPANT LIST


Dr. Jessy. Nc. (Principal) 


Dr. Sinej Joseph (staff co-ordinator) 

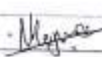
Ms. smuthi c.k. (President) 


Ms. Sujina T.V. (Vice president) 

Ms. Athila John (secretary) 


Mr. Midhin Jose (Joint secretary) 

Bijila K.K (student coordinator) 

Megna K.K. 

smuthi Ramesh 



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPPAM P.O., M.D. RAMPAM  
SHEEKANDAPURAM, KANYAKUMARI DIST., 706001

2020 - 2021

Date: 11/06/2020

AGENDA

- \* Formation of the committee
- \* Presentation and discussion of 2019-20 reports.
- \* Presentation and discussion of 2020-21 reports.

DECISION MAKING

As a part of vigilance awareness events PKM college of education, Madampam, has decided to plan and implemented various programmes.

7.7.2020 vigilance awareness class.

12.08.2020 quiz competition.

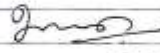
ACTION TAKEN


As part of vigilance awareness events PKM college of education madampam, organized various programmes like awareness class and quiz competition




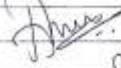
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATTAPPANA P.O., MADAMPAM  
SREEKANDAPURAM, KANNUR DT., 670501

PARTICIPANT LIST

Dr Jessy Na (principal) 

Dr Vinof Joseph (staff coordinator) 

Anjali R. (student coordinator) 

Anuree . M . 

Kanya V . 

Ashar N . 



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEGANAPURAM DISTRICT, KERALA

53

Date: 18/08/2020

### AGENDA

- \* Evaluation of previous activities.
- \* Related to seminar conducted.

### DECISION MAKING

As a part of vigilance awareness activities PKM College has decided to plan and implement various programmes like,

14-10-2020 - Seminar

2-11-2020 - vigilance awareness  
integrity pledge.

### ACTION TAKEN

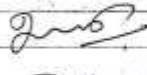
Related to vigilance awareness programme PKM College has organized seminar and integrity pledge related to vigilance integrity

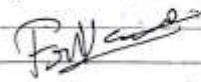
pledge.





  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAYTHAPRAM P.O., MADAMPAM  
KANNUR DISTRICT, KANNUR DISTRICT, PIN-690011


PARTICIPANT LIST

Dr. Jessy. N.C (principal) 

Dr. Sinoj Joseph (convenor) 

Ragesh .T 

Anu philip (student coordinator) 

Sayoj V.V. 

Aparna V 



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANIYAPURAM, 670631

Date: 4/01/2021

### AGENDA

- \* Evaluation of Previous Programs
- \* Related to Programs Conducted

### DECISION MAKING

As a part of vigilance awareness programs P.K.M college of education has decided to plan and implemented various programs


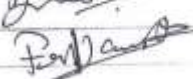



8.01-2021 - Poster making

17.02.2021 - Speech Competition

### ACTION TAKEN

Related to vigilance awareness program P.K.M college of Education organized a poster making and speech competition.

### PARTICIPANT LIST

- Dr. Jessy N.C (Principal) 
- Dr. Singj Joseph (Convener) 
- Rajesh T 
- Anitha P 
- Angelin 



PRINCIPAL  
 R.K.M. COLLEGE OF EDUCATION  
 KATHAPPURAM P.O., MADAMPAM  
 SREEKANDAPURAM, KANNUR DIST., 670031

56

Niyya Joseph

*Niyya*

Soorya Babu

*Soorya*

Aswathi

*Aswathi*



*[Signature]*

PRINCIPAL  
P.J.M. COLLEGE OF EDUCATION  
KATHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KATTUKUR DT., KERALA

057

Date: 2/03/2021

### AGENDA

- \* Evaluation about Previous Programs
- \* Related to Public Programs Conducted

### DECISION TAKING


As a part of vigilance awareness programs P.K.M college has decided to plan and implement various programs.

10.3.2021 - Public Relation Debate






### ACTION TAKEN

As a part vigilance programs P.K.M College of Education has decided to organized public relation debate on 10th March 2021.



  
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P.K.M. COLLEGE OF EDUCATION  
KALTHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KAMINUR DT., 570631

## PARTICIPANT LIST

Dr. Jessy NC [Principal] Dr. Sinoj Joseph [convenor] Angelin Stephens Anitha . P Ashly Kuriakose Vishnu pratap . M Saranya . K Anagha . K K 
  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATTAPPARAM P.O., MADAMPAM  
 SREEKANGAPURAM, KANIMUR DT., -670631

2021-2022

Date - 10/06/2021

AGENDA

- > Formation of Committee
- > Presentation and discussion of 2020-21 Annual Report
- > Presentation and Discussion of 2021-22 annual report

DECISION MAKING

As a part of vigilance awareness activities P.K.M College has decided to plan and implemented various programs.

08-06-2021 - Integrity pledge

19-07-2021 Awareness class

ACTION TAKEN

Related to vigilance awareness activities P.K.M College organised a pledge and awareness class



*[Signature]*  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPRAM P.O., MADAMPAM  
 SHEEKANDAPURAM, KANCHI DT., 670031

## PARTICIPANT LIST

Dr. Sissy NL (Principal)	<i>[Signature]</i>
Dr. Sinoj Joseph (convenor)	<i>[Signature]</i>
Samal Jay (student co ordinator)	<i>[Signature]</i>
Kamshma	<i>[Signature]</i>
Aswathi - V	<i>[Signature]</i>



*[Signature]*  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPRAM P.O., MADAMPAM  
 SREEKANDAPURAM, KANNIUR DT., -670631

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Date - 6/02/2021

### AGENDA

- > Evaluation about previous Activity
- > Related to Seminar Conducting
- > Street Drama conducting

### DECISION MAKING


As a part of vigilance programs P.K.M college has decided to plan and implemented below programs


6/10/21 Seminar  
11/11/21 Street Drama

### ACTION TAKEN

Related to vigilance programs P.K.M College organized seminar & Street Drama.


### PARTICIPANT LIST

Dr. Jessy NC (principal) 

Dr. Sinoj Joseph (convener) 

Adithya - V  
Vaidyath - K  
Sneha - V



  
Sneha V  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KALTHAPRAM P.O., MADAMPALAM

Date: 17.12.2021

AGENDA

- Evaluation about previous programs.
- Related to competition conducting.

DECISION MAKING

As a part of vigilance program PKM college of Education decided to plan and implemented below programs.

07-01-22 — poster making  
15.02.22 — Quiz.

ACTION TAKEN

Related to vigilance awareness PKM college poster making competition and a quiz competition.

PARTICIPANT LIST

Dr. Jessy N.C (Principal) Jms.

Dr. Sinoj Joseph (convener) SJK

Adithya.V

Anusree.M

Simran.N.P



*[Signature]*

*[Signature]*

*[Signature]*

PRINCIPAL  
R.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O. MADAMPAM  
SREEKRISHNAPURAM, KANNUR DT., KERALA

Date: 10.03.2022

AGENDA

- o Evaluation of previous programs.
- o Related to public, debate, place, date conducting.

DECISION MAKING

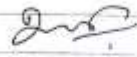
As part of vigilance program PKM college decided to plan and implemented below programs.

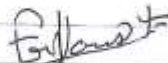
28.03.2022 — Debate


ACTION TAKEN


Related to awareness PKM college organized a debate competition on 28.03.2022.

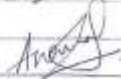
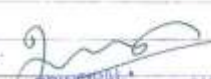
PARTICIPANT LIST

Dr. Jessy M.C. (Principal) 

Dr. Vinoy Joseph (convenier) 

Vismaya E.M (student coordinator) 

Sony Babu 

Anand Ravi  



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPALA  
SREEKRISHNAPURAM, KANYAKUMARI DT. - 670651

2022 - 2023

Date : 21/06/2022

## AGIENDA

- \* Formation of a Committee
- \* Report of 2021-22 year annual presentation and discussion
- \* Report of 2022-23 year presentation of annual report

## DECISION MAKING

As a part of vigilance awareness program P.K.M. College decided to plan and implement the below program

06-07-2022 - Awareness class

08-07-2022 - Quiz

## ACTION TAKEN

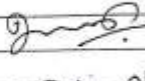
As a part of vigilance awareness program P.K.M. College organized awareness class and quiz competition.

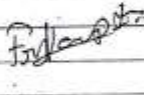



PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O., MADAMPAM  
SREEKRANGANURAM, KANYAKUMARI DIST., 620021


68


PARTICIPANT LIST

Dr. Jessy NC 

Dr. Sing Joseph 

Sreethu. M 

Anagha. K 

Ansha. V 



  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KALTHADRAM P.O., MADAMPAM  
SREEKANTHAPURAM, KANNUR DT.-670531

Date : 13/10/2022

### AGENDA

- \* Evaluation about previous activities \*
- \* Related to vigilance week conducting

### DECISION MAKING

As a part of vigilance awareness P.K.M College decided to plan and implement the programs like

03-11-2022 - Awareness week Integrity Pledge

4-11-2022 - Poster Making


### ACTION TAKEN

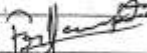
Related to vigilance program P.K.M College organized integrity pledge and poster displaying




  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KAITHAPRAM P.O, MADAMPAM  
SREEKRISHNAPURAM, KINNUR DT., KERALA


## PARTICIPANT LIST

Dr. Jessy N C 

Dr. Sinoj Joseph 

Ann Kurian 

Rosha. B. Roy 

Sreelakshmi 



  
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KATHAPRAM P.O., MADAMPAM  
SREEKANDAPURAM, KOTTAYAM DT., -670531

Date: 14.12.2022

AGENDA

- Evaluation of previous programs
- Related to competition

DECISION MAKING

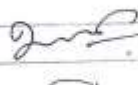
As a part of Vigilance programs PKM college has decided to plan and implemented the programs like,


- 5.01.23 — speech competition
- 09.02.23 — debate

ACTION TAKEN

Related to vigilance awareness PKM college organized speech competition, and debate on 05.01.23 and 09.02.23 respectively.

PARTICIPANT LIST

Dr. Jessy N-C (principal) 


Dr. Sinoj Joseph (convener) 

Jiana Augustine



Aashray G  




  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KATHAPURAM P.O., MADAMPAM  
 SREEKANCHIPURAM, KANNUR DT., 670631

Date : 24-02-23

Agenda

- \* Evaluation of competition
- \* Conducting a seminar
- \* Street drama

Decision made,

As a part of Awareness programme P.K.M College as decided to plan & implemented the programmes like

2-03-23 - Seminar

22-03-23 - Street drama.

Action taken

Related to awareness programme P.K.M college organized seminar & street drama on 2<sup>nd</sup> & 22<sup>nd</sup> march 2023.



*[Signature]*  
 PRINCIPAL  
 P.K.M. COLLEGE OF EDUCATION  
 KAITHAPPAM P.O, MADAMPAM  
 SREEKANTHAPURAM, KAINUR DT., 670631

Date: 14.12.2022

AGENDA

- Evaluation of previous programs
- Related to competition

DECISION MAKING

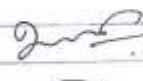
As a part of Vigilance programs PKM college has decided to plan and implemented the programs like,

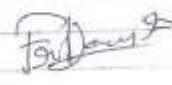
- 5.01.23 — speech competition
- 09.02.23 — debate


ACTION TAKEN

Related to vigilance awareness PKM college organized speech competition, and debate on 05.01.23 and 09.02.23 respectively.

PARTICIPANT LIST

Dr. Jessy N-C (principal) 

Dr. Sinoj Joseph (convener) 

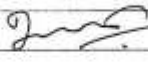
Jisha Augustine 


  
Ashray G  
Principal


  
PRINCIPAL  
P.K.M. COLLEGE OF EDUCATION  
KATHAPPAM P.O, MADAMPAM  
CHERVELLUR, KANNUR DT., 670651

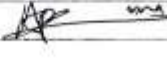
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PARTICIPANT LIST

+ Dr. Jessy NC. (principal) 

+ Dr. Siniy Joseph 

\* Harsha Santhosh 

\* Aparna Pradeep 

+ Angha.k 



  
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