**Minutes of the IQAC Students Meeting on 16/08/2022, 10.00 am**

A meeting of the IQAC student representatives nominated by all the departments was held on 16.08.2022 at 10.00 am in the Chandrasekhara Bharathi Theertha Seminar Hall. In total, 59 students actively participated, presented various grievances and proposed suggestions for improvement of College discipline, academic and non-academic improvements and maintenance requirements of existing infrastructure. The points which came up during the 3 hours long meeting are tabulated below.

The students were briefed on IQAC, its functions and importance in the day-to-day affairs of the college. The students were asked to pass on the information to their classmates too. They were also reminded to get all the google forms (on career guidance) and feedback forms (students, parents) filled by all classmates.

BVoc students had a special session at the end of the general meeting. IQAC requested them to submit their grievances and suggestions as consolidated form in writing, to the IQAC.

Ananya (DC II Biotechnology) and Amal Anil (DC II History) were selected as student IQAC representatives to IQAC core committee.

**Teachers present:**

1. Dr. Biju Thomas
2. Sri. S. Prasad
3. Smt. Gopika G
4. Dr. Manju T







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| **Sl. No.** | **Grievances and Requirements** | **Response from IQAC** |
| **CAMPUS DISCIPLINE** |
| 1. | Campus discipline to be strictly monitored | Measures started |
| 2. | Carrying of ID Cards to be strictly implemented | Measures started |
| 3. | Intruders to the campus need strict control | Recommended strict implementation of possession of ID cards by students, so that they can produce anytime on demand |
| 4. | Gate register needs to be maintained | Need to discuss |
| 5. | Night stays, drug abuse and alcohol usage to be prohibited | Recommended to Principal |
| 6. | NCC room, beer bottles, girls insecure | CCTV cameras to be repaired and monitored – recommended  |
| 7. | Students who have submitted ID cards in offices, etc. need to get a letter from the concerned person. | Recommended to the Principal |
| 8. | Campaigning during class hours: Time restriction to be implemented | Recommended to the Principal |
| 9. | Intruders from other departments in Zoology lab – mishandling lab equipment | Recommended students to be vigilant and report to department on the spot |
| 10. | Zoology + Botany-Common English classroom may be shifted to T block from S block | Recommended to the Principal |
| 11. | Alumni card for outgoing students so that they can visit colleges during special days | Recommended to the Principal |
| 12. | Students continuously bunking classes and is affecting quality of teaching (BVoc) – attendance to be properly marked | Recommended to the Principal |
| **ADMINISTRATIVE** |
| 13. | e-grants release delayed | Need verification - Recommended to the Principal |
| 14. | Attitudes Library and Office staff (general and SF) need to be friendly, supportive and polite | Brought to the notice of the Principal |
| 15. | Office lunch break interval needs to be modified so that students are not forced to bunk classes for office visits | Recommended to the Principal |
| 16. | Students need to wait too long at office counters. Sometimes just to hear that staff is absent / you are standing at wrong counter, etc. | Brought to the notice of the Principal |
| **ACADEMIC**  |
| 17. | Blackboards and whiteboards need cleaning | To be recommended to the Works Committee |
| 18. | Library to be open from 8.30 am onwards to help students visit. | Library is already open from 8.30 am onwards |
| 19. | Catalogue corrections needed. Books available in the racks shown as “not found” | Recommended to the Librarian |
| 20. | Library hour for PG – one hour to be allocated every week | Recommended to the Principal |
| 21. | NET coaching for PG students requested (higher studies entrance test coaching also) | Recommended to Dept heads |
| 22. | Employability skill enhancement programmes needed | Recommended to the Career Guidance and Placement Cell |
| 23. | Career guidance classes and meetings from Career Guidance cell requested | Recommended to the Career Guidance and Placement Cell |
| 24. | An interval of 10 minutes after first two hours requested | Recommended to the Principal |
| 25. | Computer repair | Recommended to the Principal and IT Cell |
| 26. | EVS lab facilities need improvement | Recommended to the Principal |
| 27. | B. Voc. lab hours to be done parallelly with theory hours. Avoid last minute lab sessions | Recommended to the Principal to instruct BVoc Faculty members |
| 28. | Visual Media lab infrastructure poor | Recommended to the Principal |
| 29. | Internships need to be provided by the college in association with companies with Linkages, collaborations, MoUs, etc. | Recommended to the Principal to instruct BVoc Faculty members |
| **INFRASTRUCTURE** |
| 30. | More two-wheeler parking space needed | Recommended |
| 31. | Basket Ball Court needs cleaning and clearing  |
| 32. | Seats/Stone benches needed in campus (Poonchola) |
| 33. | Music/Dance/Drama rooms need to be identified in the campus |
| 34. | Only PG students getting admission in hostel right now, that too after filling up Lakshdweep Quota |
| 35. | Shortage of Boys hostel discouraging admission aspirants |
| 36. | Rooms in Girls hostel need to be increased. |
| 37. | Fire extinguishers need replacement every year |
| 38. | Power back up needed in BVoc labs |
| 39. | Purifiers better than coolers |
| 40. | Water shortage in boys’ and girls’ washrooms and taps |
| **CLEAN CAMPUS** |
| 41. | Regular and efficient cleaning of classrooms not happening | Brought to the notice of the Principal |
| 42. | Food waste bins needed near taps and washrooms |
| 43. | Regular cleaning of campus needs to be ensured |
| 44. | Regular Clearing of waste bins to be ensured |
| 45. | Clearing of bushes (centipede, snail and mosquito complaints)-S block, SF Block, FIST block |
| **EXTRA CURRICULAR** |
| 46. | Clubs and Committees to be more active | Recommended |
| 47. | Arts and Sports activities need to be promoted – college level competitions need to be organized |
| 48. | Coaching need to be provided for talented students |
| 49. | Notices on Clubs/Committees and other messages (WhatsApp) not reaching self-financing classes  |
| **MAINTENANCE** |
| 50. | Classrooms leaking (Sanskrit, economics, commerce, hindi, etc.) | Recommended |
| 51. | Electrical maintenance - classrooms |
| 52. | Washroom – taps (history, commerce block, near office, ladies room, canteen) |
| 53. | Washroom - washbasins |
| 54. | Coolers - all |
| 55. | Normal water also needs to be provided from the coolers. Both taps giving cool water only |
| 56. | Classroom leaking – S Block, Commerce Block, DC3 Chemistry, DC1 Physics T16, T Block – east side (economics) |
| 57. | All classrooms and labs need trash bins |
| 58. | Economics PG classrooms, Fan and flooring need maintenance |
| 59. | Black and white boards need maintenance |
| 60. | White Wall maintenance for Hindi for projecting |
| 61. | Botany Projector - Maintenance |
| 62. | All computer labs |

IQAC, Sree Sankara College, Kalady