



National College for Teacher Education

(NAAC Accredited with 'B' Grade)

Iqbal Square, Meprathupady, Vengola, Perumbavoor, Ernakulam - 683 556

MINUTES OF THE DECISION MAKING COMMITTEE

The decision making committee has planned following activities for the academic year 2023-24.

Agenda:

- Organising vacation classes, vacation homework, and M.Ed. proposal finalization for M.Ed. second semester students.
- Setting Academic Calendar for 2023-24.
- Organising Alumni association of students from 2005 onwards under NOSA.
- AQAR 2021-22 and 2022-23 filing and submitting.
- Rules and regulations for day's scholars and hostelates.
- Organising curricular and co-curricular activities for the academic year 2023-24.

Minutes:

- Vacation classes to be organized for B.Ed second semester and M.Ed. second semester students through online mode. Decisions were taken to collect thesis proposals from PG students and arranging classes by experts.

- The duty for setting Academic Calendar 2023-24 is given to Dr.Achamma P Mathew and Mr.Jayakrishnan P V.



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- The charge of Organising Alumni association is given to Ms. Anjaly P M and beginning of the year 2024 was set for Alumni Day.
- IQAC co-coordinator Ms. Sreeja had been given the charge of filing AQAR 2021-22 TO 2022-23.
- Rules for day's scholar's, hostelates, teaching staff and non-teaching staff regarding biometric punching, leave rules were discussed and word document concerned is attached in the notice board.
- The entire academic activities for the upcoming academic year 2023-24 were discussed in presence of the Chairman, Manager and Academic Council.



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