

Minutes and Action Taken Report 2021-22

Date: 09/06/2022

Agenda

- ❖ Upgradation of office automation software to administration and Finance
- ❖ Bridging the digital gap between students and faculty- rectifying experiences from online class and digital literacy.
- ❖ Conducting FDP
- ❖ Upgrading college infrastructure
- ❖ College app activation
- ❖ Discussion on new MoUs


Members present

Chairman: Dr. P Zubair (Principal)	sd/-
Coordinator: Mrs Shabna Asmi (Asst. Professor Department of English)	sd/-
Mr. Abdul Basheer (Member, IQAC Committee, HOD Dept of Commerce)	sd/-
Mr. Shabeer Ali P (Member, IQAC Committee, HOD dept. of English)	sd/-
Mr. Ramesh P (Member, IQAC Committee)	sd/-
Mr. Shabeeb Ali(Head of the Department - Management)	sd/-
Mrs. Shahina Elachola (Head of the Department – Mathematics)	sd/-
Mr.Azhar Muhammed Basheer (Head of the Department – Computer Science)	sd/-
Mr.Jamsheed (Head of the Department – Sociology)	sd/-

Decisions:

- ★ Decided to paint and install new flooring in college.
- ★ Shift seminar hall downstairs and make it ICT enabled
- ★ Digital literacy is the theme of the FDP
- ★ College app - Total Campus Solution- will have a test run by PG department of Commerce
- ★ Decided to form MoUs with Safi Institute of Advanced Studies, MTM College and Majlis Arts and Science College.

Action Taken;


Dr. P. Zubair
Principal
Nasra College of Arts and Science
Tirurkad

- ★ Completed academic block painting and tiling
- ★ Inaugurated new seminar hall
- ★ Conducted a digital literacy program that spanned around 2 months where Azhar sir mentored faculties on basic digital skills for efficient curriculum delivery.
- ★ PG department of commerce successfully started using TCS app for attendance
- ★ Signed MoUs with Safi Institute of Advanced Studies, MTM College and Majlis Arts and Science College.



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