

# **REPORT OF ACTIVITIES SUBMITTED TO NAAC**

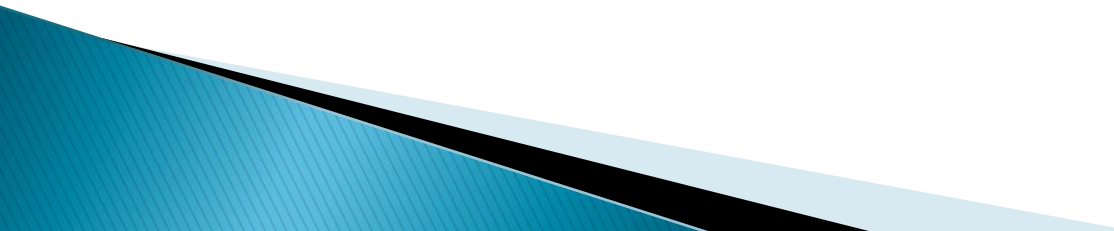
**Dr PREMA A K**  
**COORDINATOR**  
**IGNOU LSC –14000, RC CAMPUS,**  
**KALOOR, KOCHI-17**



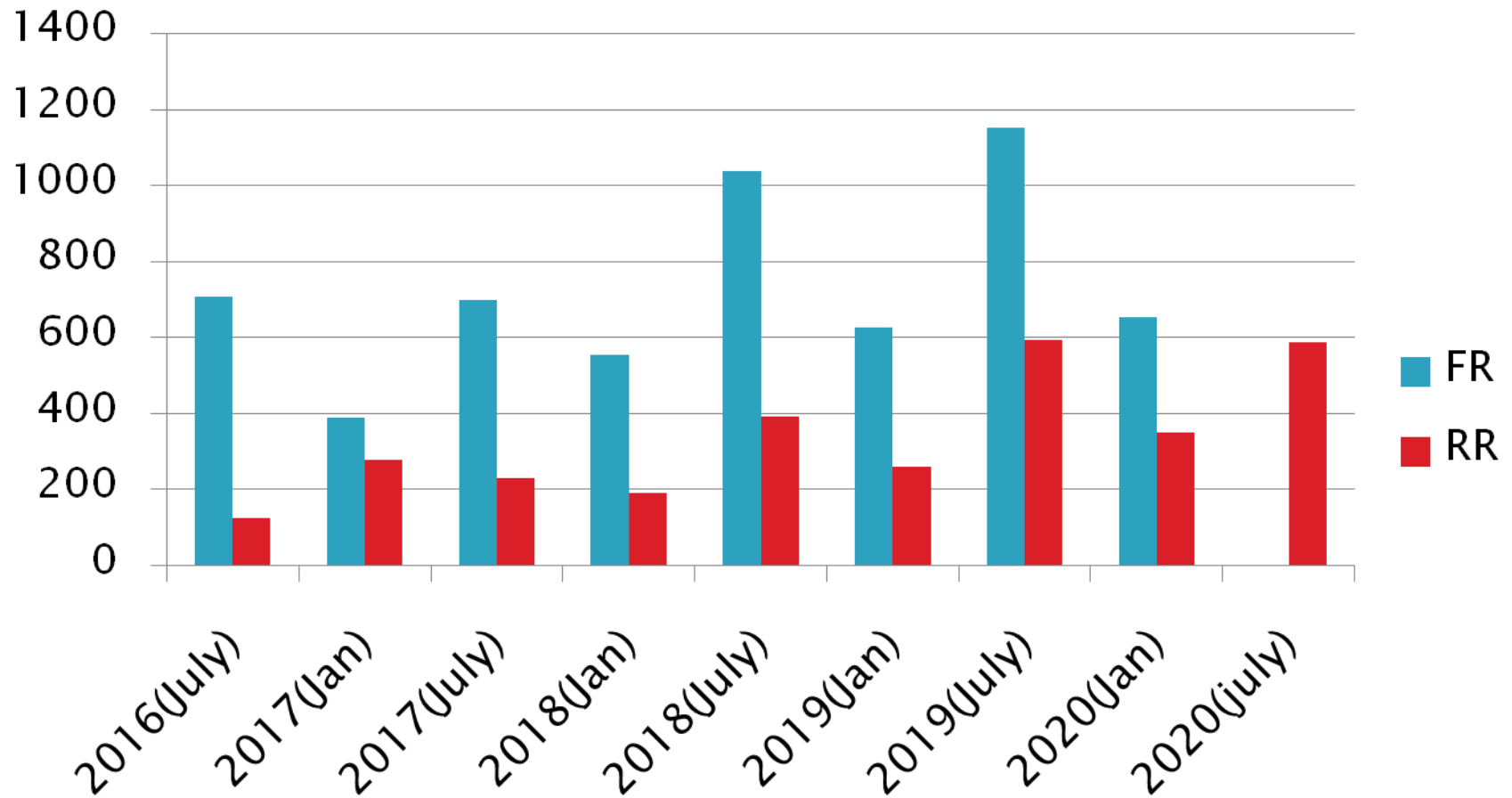
# Introduction

- Year of Activation – 2016

- Programmes Activated

- ▶ CERTIFICATE/ PG CERTIFICATE
  - ▶ DIPLOMA/ ADVANCED DIPLOMA
  - ▶ PG DIPLOMA
  - ▶ PG
- 

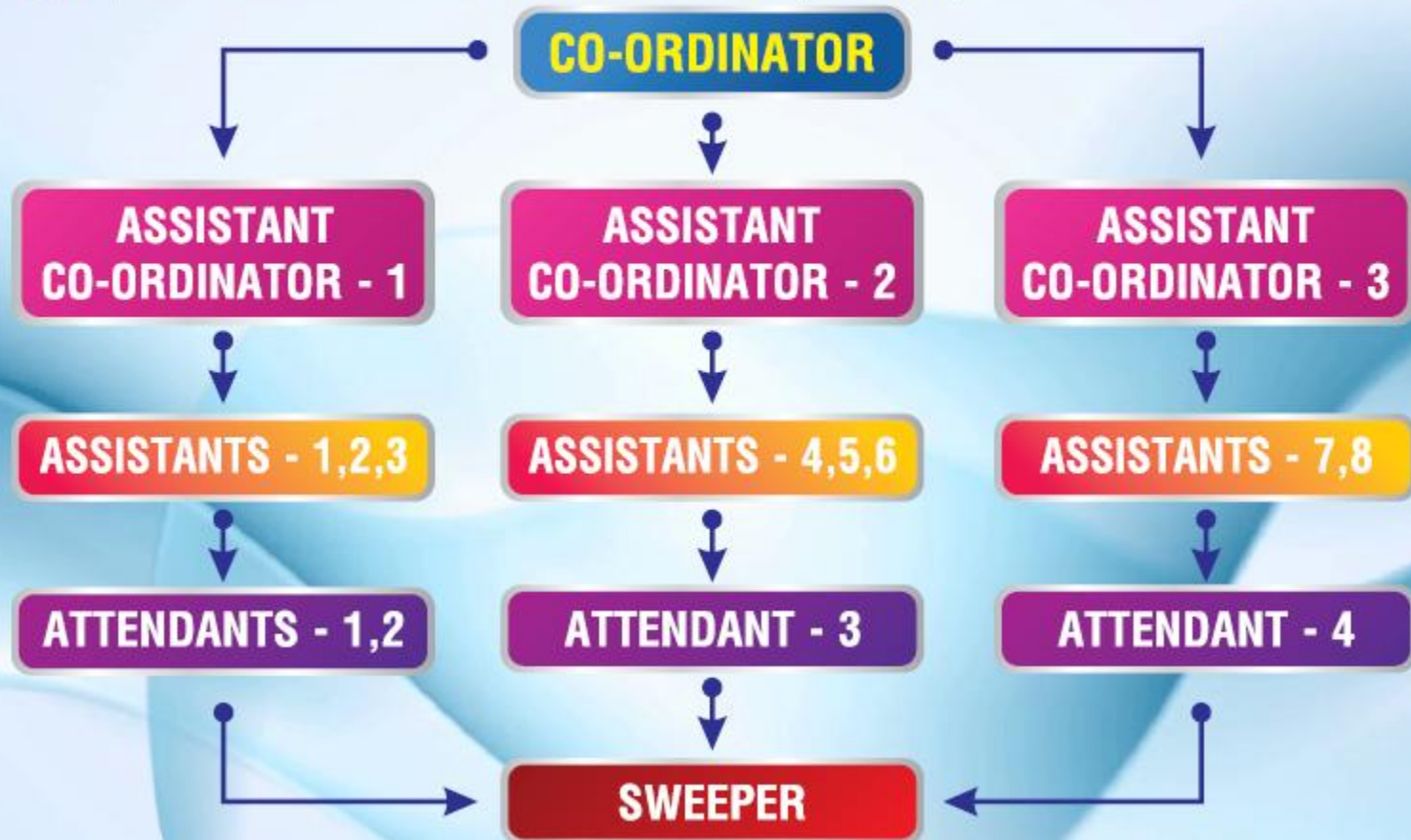
# Admission Data



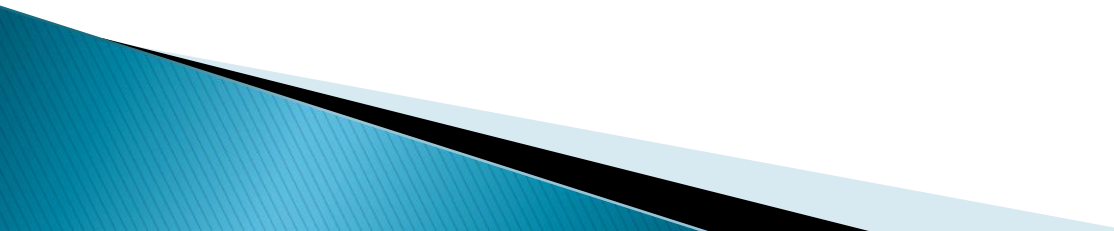
# SC Functionaries



## IGNOU SC 14000 FUNCTIONARIES (17 NOS)



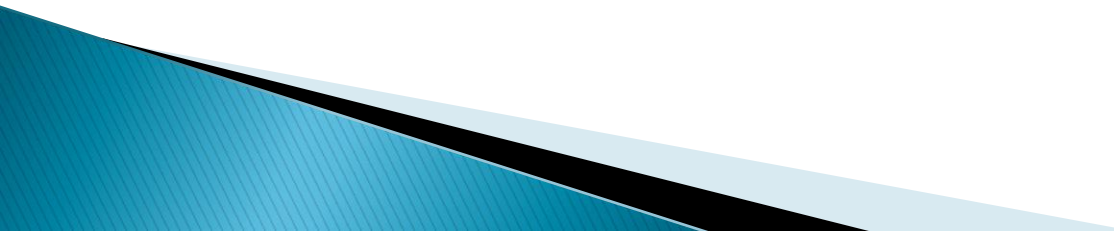
# List of staff engaged

- Coordinator : Dr. Prema A.K
  - Assistant Coordinators : 1) Smt. Sindhu B.S  
2) Dr. Baby Ushakiran  
3) Smt. K.R Chandrika
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# List of staff engaged

- ▶ Assistants :
  - 1) Smt. Neena Paul
  - 2) Smt. Sunitha Viswanathan
  - 3) Smt. Surumi Afsal
  - 4) Sri. Vishnu Vijayan
  - 5) Smt. Gigi Poullose
  - 6) Sri. Sajesh R
  - 7) Ansal A
  - 8) Binu Sivanandan
  
- ▶ Attendants :
  - 1) Smt. Reena Kumari
  - 2) Smt. Sinu Joseph
  - 3) Abhijith V
  - 4) Dili T B
  
- Sweeper :
  - 1) Smt. Mary Kunjappan

# Assignments

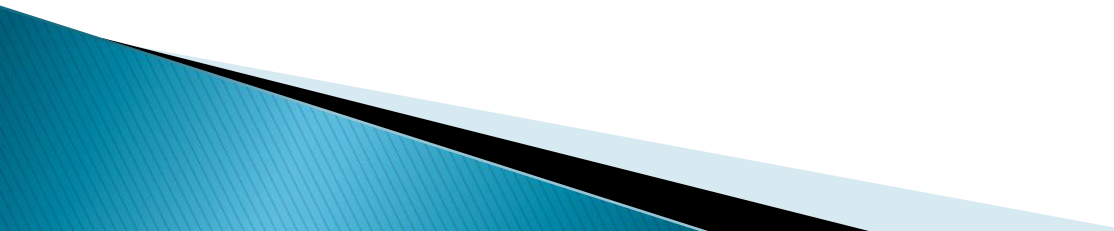
- ▶ **Submission**
  - ▶ **Handling**
  - ▶ **Evaluation**
  - ▶ **Awards Entry**
- 

# Learner assignments received and evaluated

Session	Assignments Received	Assignments Evaluated
2016	482	482
2017	3828	3828
2018	4868	4868
2019	6554	6554
2020	5478	3104



# Academic Counselling

- ▶ Counselling Schedule
  - ▶ Theory Counselling – offline
  - ▶ Theory Counselling – online
  - ▶ Practical
  - ▶ Feed back from learners
  - ▶ Data base of Academic Counsellors
- 

# Practical conducted

- ❑ BAPC(BPCL 7,8 & BPCE 22)
- ❑ MAPC(MPCL 7 & MPCE 14,24,34)
- ❑ CPABN(ODNL 11, 12,13)

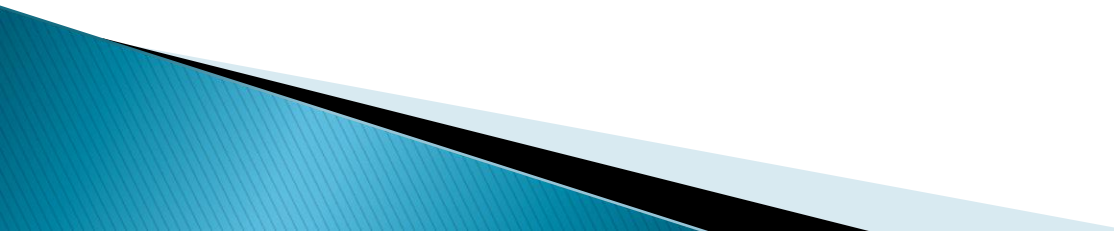
# Payment for ACs

- ❑ Theory sessions for PG & PG Diploma – Rs.1100/- per session of 2hrs + TA of Rs.220/-
- ❑ Practical sessions for PG (MAPC) – Rs.1100/- per session of 4hrs +TA of Rs.220/-
- ❑ Theory sessions for UG – Rs.770/- per session of 2hrs +TA of Rs.220/-

# Conduct of TEE

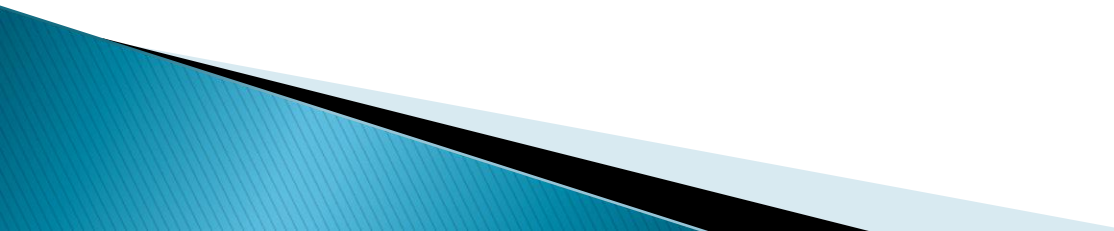
- ▶ TEE June and December
- ▶ TEEP June and December

# Meetings organised /attended

- ▶ Coordinators meeting
  - ▶ PTS meeting
  - ▶ Induction meeting
  - ▶ LSC meeting
- 

# Other Activities

## Workshops

- ▶ World Food Day (AFSTi)
  - ▶ Rajagiri round table
  - ▶ MOOC programme
  - ▶ Cloth bag + paper bag making
  - ▶ Udbodh – Alzheimer's Awareness program
  - ▶ Shakthi Prerna puraskar
- 

## Workshops

- World Food Day (AFSTI)
- Rajagiri Round Table
- MOOC Programme
- Cloth Bag + Paper Bag Making
- Udbodh - Alzheimer's Awareness Program
- Shakthi Prema Puraskar

## Activation

- New Programmes
- Exam Centre

## Renewal

- Academic Counsellors
- Co-ordinator
- Part Time Staff

## Meetings

- Co-ordinator Meeting
- PTS Meeting
- Induction Meeting
- LSC Meeting

## Examination

- TEE June & Dec - Theory
- TEE - Practical (TEEP)

## Registers

- Furniture + Equipments
- Records
- Accounts
- Consumable Items

## Assignments

- Submission
- Handling
- Evaluation
- Awards Entry

## Academic Counselling Sessions

- Theory and Practicals
- Counselling Schedule
- Database of ACs
- Feedback from Learners

# Acknowledgment

- ▶ Coordinator and other Part time staff of Study Centre 14000 gratefully acknowledge the support and cooperation provided by the Regional Director and other officials of RC Cochin



Thank you.....

