



**KMCT**  
AYURVEDA MEDICAL COLLEGE

Approved by CCIM and Affiliated to Kerala University of Health Sciences.

## TO WHOM SO EVER IT MAY CONCERN

This is to certify that the information in the attached documents is verified by me and is true to the best of my knowledge.



*[Handwritten Signature]*  
PRINCIPAL  
K.M.C.T. AYURVEDA  
MEDICAL COLLEGE





**KMCT**  
AYURVEDA MEDICAL COLLEGE

Approved by NCISM and Affiliated to Kerala University of Health Sciences.

**1.4.1**

**MINUTES OF ACADEMIC COUNCIL ON  
STAKEHOLDERS FEEDBACK REPORTS**



*Aravind*

PRINCIPAL  
K.M.C.T. AYURVEDA  
MEDICAL COLLEGE

Manassery PO, Mukkam, 673602, Kozhikode, Kerala

☎ 0495-229 4664 ✉ ayurveda@kmct.edu.in

🌐 [www.kmctayurvedacollege.org](http://www.kmctayurvedacollege.org)



INNOVATION AND  
ENTREPRENEURSHIP  
DEVELOPMENT CENTRE

**90P**

**2023 - 2024**



## MINUTES OF ACADEMIC COUNCIL COMMITTEE MEETING

2023--2024

Name of the Meeting	Academic Council Committee Meeting
Date: 5.9.2023	Venue: Principal chamber

### AGENDA:

1. Interdisciplinary/Interdepartmental courses
2. To discuss regarding NAAC accreditation work
3. PTA meeting
4. Analysis of Regular exam Results
5. Supplementary batch preparation
6. Extracurricular Activities for students
7. Review of academic plan and preparation
8. Attendance evaluation & scheduling
9. Strategic planning for the next five academic years
10. Value Added and Add on courses
11. Faculty enrollment for PhD
12. Stake holders feedback report



*Arshim*  
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K.M.C.T. AYURVEDA  
MEDICAL COLLEGE



# KMCT

## AYURVEDA MEDICAL COLLEGE

Approved by NCISM and Affiliated to Kerala University of Health Sciences.

### Details of Team Members

Faculty Name	Designation	Signature
Dr Subhashree G.H	Professor, Principal	
Dr Dinesh Kumar P.M	Professor	
Dr Hari Krishnan	Professor	
Dr Vipin P.C	Professor	
Dr Deepthi.	Associate Professor	
Dr Bhargya B.S	Associate Professor	
Dr Najeeb	Associate Professor	
Dr Aiswarya	Associate Professor	
Dr Nidhin Veeran	Associate Professor	
Dr Sijina	Assistant Professor	
Dr Aswathi Sree Varma	Associate Professor	
Dr Seenu Mohan	Professor	
Dr Anathi	Associate Professor	
Dr Sharon	Associate Professor	

Sl No	Minutes of Meeting	Action taken
1.	<b>Interdisciplinary/Interdepartmental courses:</b> It has been determined that faculty members will select subjects for interdisciplinary and interdepartmental courses from their respective fields. Additionally, for Add-on Courses and Value-added courses.	It is ensured that letters are sent to the respective departments without fail.
2.	<b>To discuss regarding NAAC accreditation work:</b> The NAAC work is under progress and the documentation of each program done regularly.	A tentative plan has been formulated and presented to the Principal.
3.	<b>PTA meeting:</b> The principal has requested all class coordinators to notify the general PTA meeting tentatively scheduled for November 06, 2023 from 9:30 am to 2:30 pm. Class coordinators are directed to prepare all necessary documents, including students' leave status, academic progress, and disciplinary records, prior to the	The management needs to be informed about the meeting details.





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## AYURVEDA MEDICAL COLLEGE

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	meeting.	
4.	<p><b>Analysis of Regular exam Results</b> There is a need to enhance the quality of the results. The principal has instructed all faculty members who couldn't achieve a 100% pass rate in their respective subjects to submit a letter outlining the measures they intend to implement for improving results in the next academic year.</p>	The teachers have written explanation letters regarding the absence of a 100% pass rate and have outlined measures to enhance results. Failed students were supported and motivated through mentoring and revision classes.
5.	<p><b>Supplementary batch preparation</b> Regarding the notification for the second year supplementary examinations, the Principal has tasked for obtaining the details of all students scheduled to appear for these exams.</p>	Teachers are advised to ensure that students are adequately prepared to pass the exams and to take time for revision classes accordingly.
6.	<p><b>Extracurricular Activities for students:</b> Since we have an operational indoor stadium within the KMCT Campus, all class coordinators are directed to notify students and compile a list of those interested in participating in sports and arts. A schedule will be arranged to utilize these facilities, along with access to the gymnasium within the campus premises.</p>	Class coordinators are directed to disseminate the information within their respective classes.
7.	<p><b>Review of academic plan and preparation</b> Principal instructed to submit full preparation in an organized manner.</p>	Class coordinators are briefed on the preparation of the academic plan and forwarded to HODs.
8	<p><b>Attendance evaluation &amp; scheduling</b> Attendance shall be evaluated every month and informed to parents about the shortages if any, so before university exam. All HODs shall display the monthly attendance of the students in the notice board.</p>	It is ensured that letters are sent to the respective departments HOD's.
9	<p><b>Strategic planning for the next five academic years</b> KMCT Ayurveda College targets to achieve NAAC Accreditation with good academics and infrastructure. Thus the institution started to sustain research and development programs. Committee members made systematic planning to execute additional programs for improving student quality and academic excellence. Recruiting vigilant staffs to exercise proper output</p>	A tentative plan has been formulated and presented to the Principal.



*Principal*  
PRINCIPAL  
KMCT AYURVEDA MEDICAL COLLEGE



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	from the students through add on and value added courses.	
10	<b>Value Added and Add on courses</b> Principal instructed to submit full preparation in an organized manner.	All HODs were informed regarding the topics to be selected for courses.
11	<b>Faculty enrollment for PhD</b> As a part of improving quality, principal instructed all eligible faculty members to enroll for PhD.	The faculties were engaged to take up PhD programmers.
12	<b>Stake holders feedback report</b> The feedback analysis committee designed and collected feedback from different sections of stake holder of the institution in order to evaluate the remedial measures to be taken for providing better quality services.	The data collected was consolidated sorted and analyzed for drafting a report. The area of concern was noted and actions were taken accordingly.

Copy to

1. Director
2. Vice Principal
3. All HODs
4. Administrative Officer
5. Academic Meeting Coordinator



*Prin*  
PRINCIPAL  
K.M.C.T. AYURVEDA  
MEDICAL COLLEGE



**2022 - 2023**





**MINUTES OF ACADEMIC COUNCIL COMMITTEE MEETING**

**2022-2023**

Name of the Meeting	Academic Council Committee Meeting
Date: 3.10.22	Venue: Principal chamber

**AGENDA:**

1. Interdisciplinary/Interdepartmental courses
2. To discuss regarding NAAC accreditation work
3. PTA meeting
4. Analysis of Regular exam Results
5. Supplementary batch preparation
6. Extracurricular Activities for students
7. Review of academic plan and preparation
8. Attendance evaluation & scheduling
9. Strategic planning for the next five academic years
10. Value Added and Add on courses
11. Faculty enrollment for PhD
12. Stake holders feedback report



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KMCT, AYURVEDA  
MEDICAL COLLEGE



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### Details of Team Members

Faculty Name	Designation	Signature
Dr. Subhasree G.M	Principal, Professor	
Dr. Dinesh Kumar P.M	Professor	
Dr. Vajrini P.	Professor	
Dr. Jaseena	Associate Professor	
Dr. Lathur V.V	Associate Professor	
Dr. Hari Krishnan	Professor	
Dr. Sarat .K. Babu	Professor	
Dr. Suresh V.S	Associate Professor	
Dr. Subini Suresh	Associate Professor	
Dr. Satish Mohan	Professor	
Dr. Sheila	Professor	
Dr. Najeeb	Associate Professor	
Dr. Adarsh	Professor	
Dr. Sharon	Associate Professor	

Sl No	Minutes of Meeting	Action taken
1.	<b>Interdisciplinary/Interdepartmental courses:</b> It has been determined that faculty members will select subjects for interdisciplinary and interdepartmental courses from their respective fields. Additionally, for Add-on Courses and Value-added courses.	It is ensured that letters are sent to the respective departments without fail.
2.	<b>To discuss regarding NAAC accreditation work:</b> The NAAC work is under progress and the documentation of each program done regularly.	A tentative plan has been formulated and presented to the Principal.
3.	<b>PTA meeting:</b> The principal has requested all class coordinators to notify the general PTA meeting tentatively scheduled for November 21, 2022 from 9:30 am to 2:30 pm. Class coordinators are directed to prepare all necessary documents, including students' leave status, academic progress, and disciplinary records, prior to the	The management needs to be informed about the meeting details.



*Dr. Subhasree*  
PRINCIPAL  
KMCT AYURVEDA MEDICAL COLLEGE  
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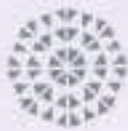
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	meeting.	
4.	<p><b>Analysis of Regular exam Results</b></p> <p>There is a need to enhance the quality of the results. The principal has instructed all faculty members who couldn't achieve a 100% pass rate in their respective subjects to submit a letter outlining the measures they intend to implement for improving results in the next academic year.</p>	The teachers have written explanation letters regarding the absence of a 100% pass rate and have outlined measures to enhance results. Failed students were supported and motivated through mentoring and revision classes.
5.	<p><b>Supplementary batch preparation</b></p> <p>Regarding the notification for the second year supplementary examinations, the Principal has tasked for obtaining the details of all students scheduled to appear for these exams.</p>	Teachers are advised to ensure that students are adequately prepared to pass the exams and to take time for revision classes accordingly.
6.	<p><b>Extracurricular Activities for students:</b></p> <p>Since we have an operational indoor stadium within the KMCT Campus, all class coordinators are directed to notify students and compile a list of those interested in participating in sports and arts. A schedule will be arranged to utilize these facilities, along with access to the gymnasium within the campus premises.</p>	Class coordinators are directed to disseminate the information within their respective classes.
7.	<p><b>Review of academic plan and preparation</b></p> <p>Principal instructed to submit full preparation in an organized manner.</p>	Class coordinators are briefed on the preparation of the academic plan and forwarded to HODs.
8	<p><b>Attendance evaluation &amp; scheduling</b></p> <p>Attendance shall be evaluated every month and informed to parents about the shortages if any, so before university exam.</p> <p>All HODs shall display the monthly attendance of the students in the notice board.</p>	It is ensured that letters are sent to the respective departments HOD's.
9	<p><b>Strategic planning for the next five academic years</b></p> <p>KMCT Ayurveda College targets to achieve NAAC Accreditation with good academics and infrastructure. Thus the institution started to sustain research and development programs. Committee members made systematic planning to execute additional programs for improving student quality and academic excellence. Recruiting vigilant staffs to exercise proper output</p>	A tentative plan has been formulated and presented to the Principal.



*Arbhr*  
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K.M.C.T. AYURVEDA  
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10	<b>Value Added and Add on courses</b> Principal instructed to submit full preparation in an organized manner.	All HODs were informed regarding the topics to be selected for courses.
11	<b>Faculty enrollment for PhD</b> As a part of improving quality, principal instructed all eligible faculty members to enroll for PhD.	The faculties were engaged to take up PhD programmers.
12	<b>Stake holders feedback report</b> The feedback analysis committee designed and collected feedback from different sections of stake holder of the institution in order to evaluate the remedial measures to be taken for providing better quality services.	The data collected was consolidated sorted and analyzed for drafting a report. The area of concern was noted and actions were taken accordingly.

Copy to

1. Director
2. Vice Principal
3. All HODs
4. Administrative Officer
5. Academic Meeting Coordinator



*Arbina*  
PRINCIPAL  
K.M.C.T. AYURVEDA  
MEDICAL COLLEGE



**2021 - 2022**



## MINUTES OF ACADEMIC COUNCIL COMMITTEE MEETING

2021--2022

Name of the Meeting	Academic Council Committee Meeting
Date: 2.9.2021	Venue: Principal chamber

### AGENDA:

1. Interdisciplinary/Interdepartmental courses
2. To discuss regarding NAAC accreditation work
3. PTA meeting
4. Analysis of Regular exam Results
5. Supplementary batch preparation
6. Extracurricular Activities for students
7. Review of academic plan and preparation
8. Attendance evaluation & scheduling
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*Chrisma*  
PRINCIPAL  
K.M.C.T. AYURVEDA  
MEDICAL COLLEGE



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## Details of Team Members

Faculty Name	Designation	Signature
Dr Zubhasree H	Principal, Professor	
Dr Dinesh Kumar P.M	Professor	
Dr Vipin P.C	Associate Professor	
Dr Jaseena	Associate Professor	
Dr Gatheesh VV	Associate Professor	
Dr Haei Keishnan	Professor	
Dr Saeat K Babu	Professor	
Dr Suresh VS	Associate Professor	
Dr Subin Suresh	Associate Professor	
Dr Saan Mohan	Professor	
Dr Sheela	Professor	
Dr Najeeb	Associate Professor	
Dr Adarsh	Professor	
Dr Alex	Associate Professor	

Sl No	Minutes of Meeting	Action taken
1.	<b>Interdisciplinary/Interdepartmental courses:</b> It has been determined that faculty members will select subjects for interdisciplinary and interdepartmental courses from their respective fields. Additionally, for Add-on Courses and Value-added courses.	It is ensured that letters are sent to the respective departments without fail.
2.	<b>To discuss regarding NAAC accreditation work:</b> The NAAC work is under progress and the documentation of each program done regularly.	A tentative plan has been formulated and presented to the Principal.
3.	<b>PTA meeting:</b> The principal has requested all class coordinators to notify the general PTA meeting tentatively scheduled for November 8, 2021 from 9:30 am to 2:30 pm. Class coordinators are directed to prepare all necessary documents, including students' leave status, academic progress, and disciplinary records, prior to the	The management needs to be informed about the meeting details.

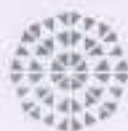


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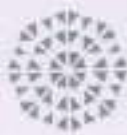
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	meeting.	
4.	<p><b>Analysis of Regular exam Results</b> There is a need to enhance the quality of the results. The principal has instructed all faculty members who couldn't achieve a 100% pass rate in their respective subjects to submit a letter outlining the measures they intend to implement for improving results in the next academic year.</p>	The teachers have written explanation letters regarding the absence of a 100% pass rate and have outlined measures to enhance results. Failed students were supported and motivated through mentoring and revision classes.
5.	<p><b>Supplementary batch preparation</b> Regarding the notification for the second year supplementary examinations, the Principal has tasked for obtaining the details of all students scheduled to appear for these exams.</p>	Teachers are advised to ensure that students are adequately prepared to pass the exams and to take time for revision classes accordingly.
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9.	<p><b>Strategic planning for the next five academic years</b> KMCT Ayurveda College targets to achieve NAAC Accreditation with good academics and infrastructure. Thus the institution started to sustain research and development programs. Committee members made systematic planning to execute additional programs for improving student quality and academic excellence. Recruiting vigilant staffs to exercise proper output</p>	A tentative plan has been formulated and presented to the Principal.



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PRINCIPAL  
K.M.G.T. AYURVED  
MEDICAL COLLEGE  
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# KMCT AYURVEDA MEDICAL COLLEGE

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	from the students through add on and value added courses.	
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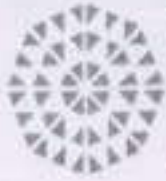
1. Director
2. Vice Principal
3. All HODs
4. Administrative Officer
5. Academic Meeting Coordinator



*Combine*  
PRINCIPAL  
K.M.C.T. AYURVEDA  
MEDICAL COLLEGE



**2020 - 2021**



**KMCT**  
AYURVEDA MEDICAL COLLEGE

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**MINUTES OF ACADEMIC COUNCIL COMMITTEE MEETING**

**2020--2021**

Name of the Meeting	Academic Council Committee Meeting
Date: 6.10.20	Venue: Principal chamber

**AGENDA:**

1. Interdisciplinary/Interdepartmental courses
2. To discuss regarding NAAC accreditation work
3. PTA meeting
4. Analysis of Regular exam Results
5. Supplementary batch preparation
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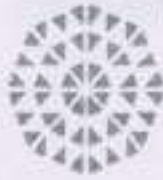
Manassery PO, Mikkam, 673602, Kozhikode, Kerala

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*[Signature]*  
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K.M.C.T. AYURVEDA  
MEDICAL COLLEGE



# KMCT

## AYURVEDA MEDICAL COLLEGE

Approved by CCIM and Affiliated to Kerala University of Health Sciences.

### Details of Team Members

Faculty Name	Designation	Signature
Dr Subhasree G.H	Professor, Principal	
Dr Dineesh Kumar P.M	Professor	
Dr Vipin P.C	Associate Professor	
Dr Jayaena	Associate Professor	
Dr Rakesh VV	Associate Professor	
Dr Harikrishnan	Professor	
Dr Sajat K Bala	Professor	
Dr Suresh V.S	Associate Professor	
Dr Subin Suresh	Associate Professor	
Dr Saur Mohan	Professor	
Dr Sheela	Professor	
Dr Mandar Tare	Associate Professor	
Dr Akush	Professor	
Dr Alex	Associate Professor	

Sl No	Minutes of Meeting	Action taken
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2.	<b>To discuss regarding NAAC accreditation work:</b> The NAAC work is under progress and the documentation of each program done regularly.	A tentative plan has been formulated and presented to the Principal.
3.	<b>PTA meeting:</b> The principal has requested all class coordinators to notify the general PTA meeting tentatively scheduled for December 15, 2020 from 9:30 am to 2:30 pm. <i>Class</i>	The management needs to be informed about the meeting details.

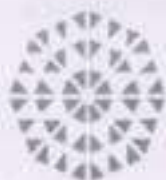
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*Dr. Alex*  
PRINCIPAL  
K.M.C.T. AYURVEDA  
MEDICAL COLLEGE



# KMCT

## AYURVEDA MEDICAL COLLEGE

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	coordinators are directed to prepare all necessary documents, including students' leave status, academic progress, and disciplinary records, prior to the meeting.	
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	Thus the institution started to sustain research and development programs. Committee members made systematic planning to execute additional programs for improving student quality and academic excellence. Recruiting vigilant staffs to exercise proper output from the students through add on and value added courses.	
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*Dr. S. S. S.*  
PRINCIPAL  
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MEDICAL COLLEGE

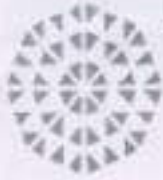
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**2019 - 2020**



# KMCT

## AYURVEDA MEDICAL COLLEGE

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### MINUTES OF ACADEMIC COUNCIL COMMITTEE MEETING

2019-2020

Name of the Meeting	Academic Council Committee Meeting
Date: 23.10.19	Venue: Principal chamber

#### AGENDA:

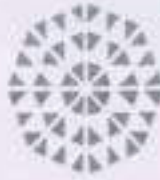
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*[Signature]*  
PRINCIPAL  
K.M.C.T. AYURVEDA  
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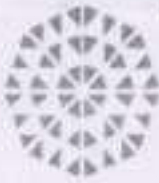
### Details of Team Members

Faculty Name	Designation	Signature
Dr. Dinesh Kumar PM	Principal, Professor	
Dr. Subhasree Ch.H	Professor	
Dr. Viji P.C	Associate Professor	
Dr. Jareena	Associate Professor	
Dr. Rathesh V.V	Associate Professor	
Dr. Harikrishnan	Professor	
Dr. Sarat K. Babu	Professor	
Dr. Suresh V.S	Associate Professor	
Dr. Subini Suresh	Associate Professor	
Dr. George	Professor	
Dr. Valsan Kurian	Professor	
Dr. Mandar Tam	Associate Professor	
Dr. Abash	Professor	
Dr. Alex George	Associate Professor	

Sl No	Minutes of Meeting	Action taken
1.	<b>Interdisciplinary/Interdepartmental courses:</b> It has been determined that faculty members will select subjects for interdisciplinary and interdepartmental courses from their respective fields. Additionally, for Add-on Courses and Value-added courses.	It is ensured that letters are sent to the respective departments without fail.
2.	<b>To discuss regarding NAAC accreditation work:</b> The NAAC work is under progress and the documentation of each program done regularly.	A tentative plan has been formulated and presented to the Principal.
3.	<b>PTA meeting:</b> The principal has requested all class coordinators to notify the general PTA meeting tentatively scheduled for November 6, 2019 from 9:30 am to 2:30 pm. Class	The management needs to be informed about the meeting details.



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	coordinators are directed to prepare all necessary documents, including students' leave status, academic progress, and disciplinary records, prior to the meeting.	
4.	<p><b>Analysis of Regular exam Results</b></p> <p>There is a need to enhance the quality of the results. The principal has instructed all faculty members who couldn't achieve a 100% pass rate in their respective subjects to submit a letter outlining the measures they intend to implement for improving results in the next academic year.</p>	The teachers have written explanation letters regarding the absence of a 100% pass rate and have outlined measures to enhance results. Failed students were supported and motivated through mentoring and revision classes.
5.	<p><b>Supplementary batch preparation</b></p> <p>Regarding the notification for the second year supplementary examinations, the Principal has tasked for obtaining the details of all students scheduled to appear for these exams.</p>	Teachers are advised to ensure that students are adequately prepared to pass the exams and to take time for revision classes accordingly.
6.	<p><b>Extracurricular Activities for students:</b></p> <p>Since we have an operational indoor stadium within the KMCT Campus, all class coordinators are directed to notify students and compile a list of those interested in participating in sports and arts. A schedule will be arranged to utilize these facilities, along with access to the gymnasium within the campus premises.</p>	Class coordinators are directed to disseminate the information within their respective classes.
7.	<p><b>Review of academic plan and preparation</b></p> <p>Principal instructed to submit full preparation in an organized manner.</p>	Class coordinators are briefed on the preparation of the academic plan and forwarded to HODs.
8.	<p><b>Attendance evaluation &amp; scheduling</b></p> <p>Attendance shall be evaluated every month and informed to parents about the shortages if any, so before university exam.</p> <p>All HODs shall display the monthly attendance of the students in the notice board.</p>	It is ensured that letters are sent to the respective departments HOD's.
9.	<p><b>Strategic planning for the next five academic years</b></p> <p>KMCT Ayurveda College targets to achieve NAAC Accreditation with good academics and infrastructure.</p>	A tentative plan has been formulated and presented to the Principal.

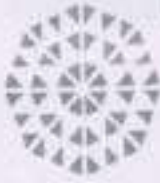
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	Thus the institution started to sustain research and development programs. Committee members made systematic planning to execute additional programs for improving student quality and academic excellence. Recruiting vigilant staffs to exercise proper output from the students through add on and value added courses.	
10	<b>Value Added and Add on courses</b> Principal instructed to submit full preparation in an organized manner.	All HODs were informed regarding the topics to be selected for courses.
11	<b>Faculty enrollment for PhD</b> As a part of improving quality, principal instructed all eligible faculty members to enroll for PhD.	The faculties were engaged to take up PhD programmes.
12	<b>Stake holders feedback report</b> The feedback analysis committee designed and collected feedback from different sections of stake holder of the institution in order to evaluate the remedial measures to be taken for providing better quality services.	The data collected was consolidated sorted and analyzed for drafting a report. The area of concern was noted and actions were taken accordingly.

Copy to

1. Director
2. Vice Principal
3. All HODs
4. Administrative Officer
5. Academic Meeting Coordinator



  
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