

NAAC WORKSHOP- ONE DAY WORKSHOP ON MANAGING NAAC QUALITY  
ASSURANCE PRACTICES IN HIGHER EDUCATION

BROCHURE

ONE DAY WORKSHOP  
ON  
**MANAGING NAAC QUALITY  
ASSURANCE PRACTICES  
IN HIGHER EDUCATION**



Organised By:

**Internal Quality Assurance Cell (IQAC)**

**NAIPUNNYA INSTITUTE OF MANAGEMENT  
AND INFORMATION TECHNOLOGY (NIMIT)**

(Affiliated to University of Calicut, NAAC Accredited with B++, ISO 9001-2015 Certified)

Pongam, Koratty East, Thrissur District, Kerala State, India, Pincode - 680 308

## REPORT

### ONE DAY WORKSHOP ON "MANAGING NAAC QUALITY ASSURANCE PRACTICES IN HIGHER EDUCATION"

#### ORGANIZED BY INTERNAL QUALITY ASSURANCE CELL (IQAC), NIMIT

The Internal Quality Assurance Cell (IQAC) of Nimit organized a One day Workshop on "Managing NAAC Quality Assurance Practices in Higher Education" on 6<sup>th</sup> November, 2019. The day started with registration. There was a participation of 45 members from outside institutions and 20 members from within the institution who attended the workshop.

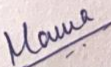
The inaugural function started at 10:00 a.m. The Key Resource Person of the function was Dr. Anne Mary Fernandez, NAAC Peer Team Member and Former Registrar, Karunya University and University of Madras. Dr. Anne briefed about the "Quality enhancement and sustenance of NAAC". The inaugural function winded up by 11 a.m. and was followed by a group photo session. After a small tea break, the first session commenced. Session 1 was handled by Rev. Fr. Saje Peter Kannaparamban, Former Exe. Director & Principal, NIMIT. He spoke about "Understanding the Strength, Weakness and Opportunities of the Institution". Session 2 was handled by Dr. Jacob Mathew, Director, Naipunnya Business School. This session was regarding "Accountability: Identifying and Processing Institutional Data". The session ended at 1:00 p.m. The group dispersed for lunch break.

Afternoon session started at 2:00 p.m. The session was regarding the "Practical Aspects in the accreditation process". The session was handled by Dr. Joy Joseph Puthussery, IQAC Coordinator and Ms. Bini Rani Jose, NAAC Coordinator. After the session, it was time for the open discussion. The queries of the participants regarding NAAC were answered by Dr. Anne Mary Fernandez, the resource person of the day and the NAAC Advisory Board members. The coordinating team also facilitated a feedback sharing and collection of feedback form from the participants regarding the conduct of workshop.

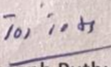
With the end of open discussion, the day had officially come to an end and it was time for the Valedictory Function. The participation certificate and the duty certificate were distributed to the participants by Rev. Fr. Dr. Paulachan K J, Exe. Director and Principal, NIMIT. Each of the resource person was also honored with a certificate of appreciation. The workshop concluded with a vote of thanks by Mr. Robert Fernandez, HoD, Department of Hotel Management shadowed by the National Anthem.

The workshop was well appreciated by the participants which lead to the preparatory plan of providing consultancy services on NAAC Guidance by NIMIT.


Prepared by

  
Ms. Maria Antony  
NAAC Documenter

Reviewed by

  
Dr. Joy Joseph Puthussery  
IQAC Coordinator

Approved by

  
Rev. Fr. Dr. Paulachan K J  
Principal

## PARTICIPATION LIST

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
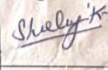


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Workshop On

"Managing NAAC Quality Assurance Practices in Higher education"

**REGISTRATION FORM**

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46.

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Workshop On

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Sl No	Name	Designation	Institution	Contact No	E-mail	Signature
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## **PROGRAMME SCHEDULE**

NAIPUNNYA INSTITUTE OF MANAGEMENT AND INFORMATION TECHNOLOGY  
PONGAM, KORATTY

**One Day workshop on “Managing NAAC Quality Assurance Practices in Higher Education”**

**Date:** November 6th, 2019 (Wednesday)

**Time:** 9:30 a.m.

**Venue:** Nivedika

**PROGRAMME SCHEDULE**

9:30 a.m.	Prayer	:	Choir
9:35 a.m.	Welcome Address	:	Mr. Sabu Varghese, MR and Training Manager
9:40 a.m.	Presidential Address	:	Rev. Fr. Dr Paulachan K J Executive Director and Principal, NIMIT
9:45 a.m.	Inauguration & Keynote Address:		Prof. Dr. Anne Mary Fernandez Chairperson of Peer Team of NAAC, Former Registrar, University of Madras and Karunya University
10:30 a.m.	Vote of Thanks	:	Ms. Emily Ittiachan Vice Principal, NIMIT
11:00 a.m.	Session 1	:	<b>“Understanding the Strength, Weakness and Opportunities of the Institution”</b> Rev. Fr. Saje Peter Kannaparamban (Former Exe. Director & Principal, NIMIT)
12:00 p.m.	Session 2	:	<b>“Accountability: Identifying and processing Institutional Data”</b> Prof. Dr. Jacob Mathew Director, Naipunnya Business School
1:45 p.m.	Session 3	:	<b>“NAAC- Practical Aspects in the Accreditation process”</b> Prof. Dr. Joy Joseph Puthussery IQAC Coordinator& Former Principal Bharata Matha Colleg: Thrikkakara & Ms. Bini Rani Jose (Asst. Professor & NAAC Coordinator, NIMIT)
2:45 p.m.			Open Discussion
3:15 p.m.			Valedictory Session
3:30 p.m.			Refreshments

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**FEEDBACK FORMS**

NAIPUNNYA INSTITUTE OF MANAGEMENT AND INFORMATION TECHNOLOGY (NIMIT)

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Pongam, Koratty East, Thrissur District, Kerala- 680308

One day workshop on "Managing NAAC Quality Assurance Practices in Higher Education"

6th November 2019

## WORKSHOP FEEDBACK FORM

We ask that you take a moment to provide your feedback to improve future trainings. Your feedback is important to us.

On a scale of 1-5 where 1 is **strongly disagree** and 5 is **strongly agree**, please circle the most appropriate answer:

1. The **content** of the workshop was:

a) Relevant	1	2	3	4	✓5
b) Comprehensive	1	2	3	✓4	5
c) Easy to understand	1	2	3	4	✓5
d) Useful					✓5

2. Workshop **sessions**:

a) Presentations were clear and concise	1	2	3	✓4	5
b) Provided useful and additional information	1	2	3	✓4	5
c) Were well-organized	1	2	3	✓4	5

3. The **facilitators** were

a) Knowledgeable	1	2	3	✓4	5
b) Well-prepared	1	2	3	✓4	5
c) Responsive to participants' questions	1	2	3	4	✓5

4. Rate the sessions: 1 - **useful**, 2 - **very useful**

<b>Session 1:</b> Quality enhancement and sustenance of NAAC	2
<b>Session 2:</b> Understanding the strength, weakness and opportunities of the institution	1
<b>Session 3:</b> Accountability: Identifying and processing institutional data	2
<b>Session 4:</b> Practical aspects in NAAC accreditation process	2

5. Do you feel more **confident** to **apply the new knowledge gained** during the workshop?

Not confident  Not sure  Confident  Very confident

6. The **knowledge gained** from the workshop, will be **useful/applicable** in my work

✓ Definitely  Mostly  Somehow  Not at all



7. The workshop was **well paced** with the **available time**.
- Definitely  Mostly  Somehow  Not at all.
8. Will definitely **recommend** the workshop to others.
- Definitely  Mostly  Somehow  Not at all
9. How do you rank the **food** served during the workshop?
- Poor  Fair  Good  Very good
10. How would you judge the **arrangements/communication** you received for the workshop?
- Poor  Fair  Good  Very good
11. What is your **overall assessment** of the event?
- Insufficient  Sufficient  Not sure  Good  Excellent
12. Was there some **relevant topics** that were **not** covered?
- No
13. Would you require **further training, support, or consultancy**?
- Yes sometimes
14. Additional comments: Could show some sample documents too.

***Thank you for participating. We appreciate your feedback!***

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On a scale of 1-5 where 1 is **strongly disagree** and 5 is **strongly agree**, please circle the most appropriate answer:

1. The **content** of the workshop was:

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2. Workshop **sessions**:

a) Presentations were clear and concise	1	2	3	4	5
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3. The **facilitators** were

a) Knowledgeable	1	2	3	4	5
b) Well-prepared	1	2	3	4	5
c) Responsive to participants' questions	1	2	3	4	5

4. Rate the sessions: 1 - **useful**, 2 - **very useful**

<b>Session 1:</b> Quality enhancement and sustenance of NAAC	
<b>Session 2:</b> Understanding the strength, weakness and opportunities of the institution	
<b>Session 3:</b> Accountability: Identifying and processing institutional data	
<b>Session 4:</b> Practical aspects in NAAC accreditation process	

5. Do you feel more **confident** to **apply the new knowledge gained** during the workshop?

Not confident  Not sure  Confident  Very confident

6. The **knowledge gained** from the workshop, will be **useful/applicable** in my work

Definitely  Mostly  Somehow  Not at all

7. The workshop was **well paced** with the **available time**.

Definitely  Mostly  Somehow  Not at all.

8. Will definitely **recommend** the workshop to others.

Definitely  Mostly  Somehow  Not at all

9. How do you rank the **food served** during the workshop?

Poor  Fair  Good  Very good

10. How would you judge the **arrangements/communication** you received for the workshop?

Poor  Fair  Good  Very good

11. What is your **overall assessment** of the event?

Insufficient  Sufficient  Not sure  Good  Excellent

12. Was there some **relevant topics** that were **not covered**?

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13. Would you require **further training, support, or consultancy**?

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14. Additional comments:

*Excellent Programme.*

***Thank you for participating. We appreciate your feedback!***

**SAMPLE CERTIFICATE**

**CERTIFICATE  
OF PARTICIPATION**



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*This is to certify that*

*of*

*has participated in the one-day workshop on*

*“Managing NAAC Quality Assurance Practices  
in Higher Education”*

*organized by the Internal Quality Assurance Cell (IQAC) of NIMIT*

*on 6 November 2019.*

*Dr. Joy Joseph Puthussery*

**Dr. Joy Joseph Puthussery**  
IQAC Coordinator



*Fr. (Dr.) Paulachan K J*

**Fr. (Dr.) Paulachan K J**  
Principal & Executive Director

## PHOTOS



