

SREE GOKULAM NURSING COLLEGE - IQAC ANNUAL CALENDAR-2026-27

Academic & Quality Assurance Schedule (November 1 to October 31)

Month	Activity / Event Title	Description & Key Focus Areas	Responsible Person / Committee	Status
October	IQAC Core Meeting	Review of previous academic year's AQAR and setting targets for the current cycle.	IQAC Coordinator / Principal	Scheduled
November	Curriculum & Clinical Planning	Audit of curriculum schedules for all nursing batches (B.Sc., M.Sc., P.B.B.Sc.).	Quality Circle / HoDs	Scheduled
November	Student Support	Initiation of structured Mentor-Mentee allocation meetings.	Mentor In-charge	Scheduled
November	Website & Documentation	Update IQAC portal links, committee lists, and mandatory public disclosures on institutional website.	Website Manager (IQAC)	Scheduled
December	Faculty Development (FDP)	Organize a training program on advanced digital pedagogy, research methodologies, or nursing simulation-based education.	FDP Cell / IQAC	Scheduled
December	Feedback Collection	Mid-term student feedback collection on teaching-learning processes and curriculum delivery.	Feedback Committee/coordinators	Scheduled
December	Extension Activity	Community health awareness camp or school health program (aligned with World AIDS Day / Universal Health Coverage themes).	Community Health Nursing Dept	Scheduled
December	Research & Publications	Departmental review of ongoing faculty and PG student research proposals/synopses.	Research Cell / HoDs	Scheduled
January	Administrative Audit	Internal inspection of laboratories (OBG, Nursing Foundation, Community, Pre-clinical) and skill lab inventories.	Audit Committee / Lab In-charges	Scheduled
January	IQAC Review Meeting	Analysis of mid-term student feedback; corrective action plans formulated for lagging parameters.	IQAC Members	Scheduled
January	Value-Added Courses	Launch of short-term certificate courses (e.g., BLS/ACLS updates, advanced wound care) for final-year students.	Academic Cell	Scheduled
February	Academic Monitoring	Review of internal assessment results, attendance records, and slow-learner remedial teaching logs.	Class Coordinators / HoDs	Scheduled

February	Institutional Best Practices	Call for documentation regarding institutional distinctiveness and best practices from various departments.	IQAC Cell	Scheduled
February	Inter-professional Activities	Collaborative clinical case presentations or workshops involving nursing I faculty.	Subject In Charges/HOD	Scheduled
March	Commemoration	Observe International Women's Day with an academic seminar, gender sensitization program, or legal rights awareness session.	WDC / Extension Cell	Scheduled
March	IQAC Executive Meeting	Monitor progress on AQAR data compilation for the ongoing period.	IQAC Committee	Scheduled
March	Infrastructure & Safety Check	Review of campus safety protocols, anti-ragging cell reports, fire safety audits, and hostel infrastructure maintenance.	Corresponding Committees	Scheduled
April	Stakeholder Feedback	Collection of structured feedback on curriculum and institution from Alumni and Employers.	Alumni Cell / Placement Officer	Scheduled
April	Faculty Performance	Submission of self-appraisal forms / Performance Based Appraisal System (PBAS) documents by faculty members.	All Faculty / HR / IQAC	Scheduled
April	Parent-Teacher Meeting	Conduct structured parent-teacher meets for undergraduate batches to discuss student performance and attendance.	Batch Coordinators	Scheduled
May	Academic & Administrative Audit (AAA)	Conduct an internal AAA via an external/internal peer team to evaluate department files, records, and NAAC criteria.	AAA Peer Team / IQAC	Scheduled
May	Preparation for Univ. Exams	Review internal assessment computation, university exam eligibility criteria, and remedial coaching completion.	Exam Cell / HoDs	Scheduled
May	Environmental Audit	Green audit, energy audit, and plastic-free campus compliance review.	Eco Club / Maintenance	Scheduled
June	World Environment Day Initiatives	Tree plantation drives and sustainability awareness campaigns led by student council/Eco Club.	Eco Club / Student Council	Scheduled
June	IQAC Strategic Meet	Compilation of data points for NAAC Criteria I through VII based on completed academic events.	Criteria Convenors	Scheduled
June	Alumni Meet	Annual alumni reunion; tracking alumni placement data, progression, and feedback contributions.	Alumni Association	Scheduled

July	Data Consolidation	Finalizing data templates (Quantitative metrics) for AQAR preparation.	IQAC Data Team	Scheduled
July	Faculty Training	Institutional training on outcome-based education (OBE) and mapping course outcomes (COs) to program outcomes (POs).	Academic Coordinator	Scheduled
July	New Batch Readiness	Planning orientation programs, induction schedules and bridge courses for incoming nursing batches.	Course coordinator	Scheduled
August	Student Induction	Induction programs for students.	First Year Committee	Scheduled
August	AQAR Finalization	Draft compilation of the annual AQAR report with inputs from all criteria convenors.	IQAC Coordinator	Scheduled
August	Independence Day Outreach	Health screening camps and community service initiatives organized by student wings.	Community Health Dept	Scheduled
September	IQAC Statutory Meeting	Final review and approval of completed AQAR by Principal, IQAC Coordinator, and Management.	Management / Principal / IQAC	Scheduled
September	AQAR Submission	Online submission of the AQAR to the NAAC portal.	IQAC Coordinator	Scheduled
September	Quality Review	Review of placement cell tracking data and hospital tie-ups for internships.	Placement Cell	Scheduled
October	Website & Portal Audit	Complete overhaul and updating of the IQAC website page, archiving previous year reports, and uploading new calendar.	Website Manager (IQAC)	Scheduled
October	Strategic Planning Meeting	Final evaluation of outgoing academic cycle achievements and setting core quality parameters for next November–October term.	IQAC Core Committee	Scheduled
SIGNATURE OF IQAC COORDINATOR		14.10.2026 DATE OF APPROVAL	SIGNATURE OF PRINCIPAL	