

IAAC meeting on 22/6/2017.

Minutes of IAAC meeting held on 22nd June 2017 at Seminar hall of the College.

Agenda.

1. Submissions of ARAR.
2. Plan for academic year - 2017-18.
3. Result analysis of the final semester.
4. Eco-friendly campus.
5. Any other items if any.

Members present.

- 1) Dr. K.R. Minthage 
- 2) Dr. Jay Varkey 
- 3) Muhamad Ismail K.M. 
- 4) Asfar I 
- 5) Dr. Majeesh T. 
- 6) Ali Kuyyalil 
- 7) Mumpun Rappi 
- 8) Dr. Young Am 
- 9) Nandhad-ur 
- 10) Mohammed Shafi 
- 11) M.K. Saifera 
- 12) Dr. F.K. Munar  

Decisions.

1. It has been decided to implement computerized and centralised attendance recording system for students.
2. Unit test and model examination will be conducted as usual.
3. It has been decided to implement communicative English programme for first year students.
4. It has been decided that every department has to organize at least one seminar or walk shop

During the academic year.

5. Decided to conduct remedial and special classes for the academic improvement and enhancement of pass percentage of student.
6. Decided to conduct library orientation programme for first semester students, which will promote their reading habits. All first semester students have to visit college library under the guidance of their tutors at least one hour per week as part of library orientation programme.
7. Decided to organize an IBAC seminar for faculty in the current year.
8. As decided in the previous meeting, IBAC recommended the principal and the management of the college to do needful for the completion of the work of Student Facility Centre, 400 metres track and to speed up the work of Indoor Stadium.
9. It has been decided to open Research Centre of the college in the current academic year.
10. Decided to conduct different programmes like planting trees, save water programme, recycling paper and other to make Eco-friendly campus.
11. Decided to continue SSP even if the government discontinued funding.

Action taken Report: -

1. A Committee has been constituted with Sri. Narasimha and Sri Hareeb. V.V as members. was to take necessary steps for the implementation of computerized and centralized attendance record systems. The system was implemented, but

Later on, it has been resolved to maintain both attendance registers and computerized consolidated attendance statement -

2. Communicative English programme for first year students were organized with the support of faculty members of English department.
3. The principal directed all HOD's to submit proposals of seminars and workshops to be organized in 2017-18. Accordingly three seminar, one workshop and one invited lecture have been conducted.
4. Heads of departments, have been informed about the continuation of remedial and special classes as usual and the same has been implemented.
5. As decided in the IQAC meeting, library orientation programmes for first semester students were conducted.
6. As part of developing Eco-friendly campus, planting of saplings, save water for future, paper and e-waste recycle programme, waste management etc. were implemented.



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IQAC meeting on 20/09/2017

Minutes of IQAC meeting held on 20/09/2017 at Seminas hall.

Agenda:

1. Semester Exam result analysis.
2. Research matters.
3. Library usage.
4. IQAC Seminars.
5. AQAR Seminars.
6. Other matters.

Members Present:

- 1) Dr. K. K. Anstha 
- 2) Dr. Jay Vasthy 
- 3) Dr. Majeesh T. 
- 4) Munfar Kappil 
- 5) Ali Khayyalil 
- 6) Dr. E. K. Munira Beebi 
- 7) N. Kulkarni 
- 8) Muhammed Shafiq 
- 9) Namshad Uga 
- 10) Ismail P. 
- 11) 
- 12) Gafoor I. 
- 13) M. M. S. 

Decisions:

1. In view of Examinations result, it has been decided to conduct remedial and special classes for those failed in examination.
2. Decided to direct all faculty members to undertake research projects.
3. Decided to conduct an assessment of library use by students and in particular the library orientation programme of the

First Semester Students.

4. Decided to conduct Seminars for faculty members and office staff on NAAC second accreditation
5. Decided to prepare and submit AQAR of 2016-17
6. Recommended urgent measure for maintaining campus discipline
7. Resolved to recommend the management to install CCTV in the college building.

Action Taken Report.

1. Heads of departments have been informed about the continuation of remedial and special classes as usual and the same has been implemented
2. The college librarian was asked to submit a report on library usage by students from 1st June 2017 up to 20-09-2017. He has submitted the report.
3. IQAC started the preparation of AQAR of 2016-17
4. The principal discussed the matter of CCTV installation with the management, and he offered positive response for the same.
5. The performance of students in model examination was discussed in PTA meeting.
6. Contacted a resource person to conduct a seminar for teachers and administrative staff and decided a tentative date on 5-10-2017.
7. Discipline committee took necessary steps for maintaining campus discipline.



IRAC Meeting On 09/01/2018.

Minutes of IRAC held on 09/01/2018 at seminar hall.

Agenda:

1. Students Attendance.
2. Model Examinations.
3. Campus Discipline
4. Other matters.


Members present.

- 1) Dr. KK Muthaiah 
- 2) Dr. Joy Varghese 
- 3) Ali Kuyyalil 
- 4) Dr. Majeesh T. 
- 5) Gajanan I. 
- 6) N. Kumbamad 
- 7) Dr. E.K. Munira Beebi 
- 8) Mohammed Shafi P. 
- 9) Namshad ICP 
- 10) Dr. MR Madhusudanan 
- 11) M. K Zahir 
- 12) Muufar Kappil 

Decisions:

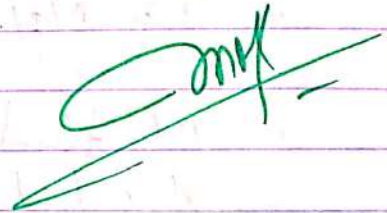
- 1) In view of some technical issues in computerized attendance recording, IRAC recommended that effective steps for proper reporting of students attendance must be taken.
- 2) Decided to conduct model examinations of final semester degree students in the last week of February and second and first semester model exams in the second and third weeks of March respectively.
3. Decided to recommend the college to take adequate measures to maintain proper discipline in the campus.

4. Decided to continue SSP during this semester with ~~government~~ funding.



Action Taken Report.

1. Implemented ^{to keep} computerized consolidated attendance statement and ~~also keep~~ attendance registers:
2. Discipline committee took necessary steps for maintaining campus discipline
3. Remedial and special classes and student support programme were started.




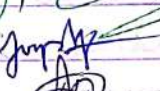

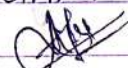
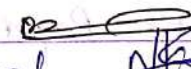






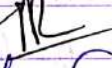

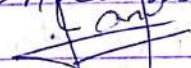
IQAC Meeting on 27/3/2018

Minutes of IQAC meeting held on 27/3/2018 at Seminar hall.

Agenda:

1. Model Examination results.
2. Plan for 2018-19
3. Review of AAA
4. Presentation of AIR
5. Other matters if any.

Members Present:

- 1) Dr. K.K. Munkhaji 
- 2) Dr. Jay Varkey 
- 3) Dr. E.K. Munira Beebi 
- 4) Babar I 
- 5) Dr. Majeeshi T. 
- 6) N. Kunhammal 
- 7) Ali Kuyyalil 
- 8) Namshad-ud 
- 9) Mohammed Shafiq 
- 10) Mungar Kappil 
- 11) M. K. Zahir 
- 12) Dr. Yusuf Arif 
- 13) Dr. M. J. M. 
- 14) Ismail P. 

Decisions:

1. Discuss the performance of students in model Examination.
2. Following are the plans for the next academic year.
 - a. opening of the Research centre of the college.
 - b. Research projects and publications by faculty members are compulsory
 - c. Establishment of academic collaborations

with other institutions.

d. At least one seminar/workshop/symposium by each department.

e. Completion of the work of Indoor Stadium.

f. Work for a better green campus.

g. Work for a better clean campus as part of Swatch Bharat.

h. Decided to reimburse the college management about the installation of CCTV.

3. The meeting examined all suggestions and critical comments made by experts of AAA and decided to take adequate measures to enhance the academic and non-academic performance of the college in the next year.

Action Taken Report.

1. IQAC held a meeting with all faculty members and management representatives of the college to discuss the establishment of Research Centre of the college. The proposal of the Research Center was unanimously approved and IQAC was entrusted to take further necessary steps for this purpose.

2. As the part of developing green campus and clean campus plant saplings, landfilled e-waste recycling programmes, waste management programmes etc were implemented.

