

IQAC Minutes 2018-19

Minutes of the meeting of IQAC, 2018-19, held on 02/07/2018 at 3.30 PM in the seminar hall of the College

Agenda:

1. Result analysis of previous final year
2. Plan for the 2018-19 academic year
3. Staff Workload Adalat
4. Other items if any

Dr. Mohamed Kutty (Chairman)

Dr. Joy Varkey (Coordinator)

Dr. Madhusoodanan M.K

Prof. N. Kunhammed

Prof. M.P. Yousef

Sri. Gafoor I

Sri Ismail Pattadathil

Smt. Safeera M.K

Decisions

1. Conducted result analysis of the previous final year result and decided to give personal attention to weak students.
2. Decided convene class PTA meeting to discuss academic performance of Fifth and Third students.
3. Decided to prepare college academic calendar and department level action plan for the current year
4. Resolved to teach basic English during free hours, mornings or evening on working days and holidays to improve the English language competence of first semester students. For this purpose, tutors will be requested to take necessary steps.
5. An orientation programme for teachers and supporting staff will be held on NAAC second accreditation
6. Resolved to conduct Academic and Administrative Auditing. For this purpose, a panel of experts has to be formed this month itself
7. Decided to start local research centre in the college
8. Decided to bring out working papers by faculty members of various departments. Teachers will be directed to submit abstracts of their working papers
9. Decided to assess staff workload load to prepare necessary documents for Staff Workload Adalat at Kannur University
10. Decided to recommend the Management to renovate Wifi system in the college giving connectivity to all departments and classrooms

11. Besides, it has been resolved to implement the plans for the current year made in the previous IQAC meeting on 27/03/2018.

The meeting concluded at 5.00 PM

Minutes of the meeting of IQAC, 2018-19, held on 09/10/2018 at 3.30 PM in the seminar hall of the College

Agenda:

1. Students discipline and attendance
2. Tutorial and remedial classes
3. Model Examinations
4. Green Campus

Members present

Dr. Mohamed Kutty (Chairman)

Dr. Joy Varkey (Coordinator)

Dr. E.K. Munira Beebi

Dr. Majeesh T

Dr. Madhusoodanan M.K

Dr. Yusef Arun

Prof. N. Kunhammed

Sri. Muhammed Shafi P

Sri. Gafoor I

Sri. Ali Kuyyalil

Sri. Munfar Kappil

Decisions

1. In view of maintaining campus discipline, it has been decided to stop loitering of students during class hours and disallow parking of vehicles in front of the college
2. Decided to continue tutorial and remedial classes for weak students
3. Decided to conduct model examinations in the last week of October.
4. Decided to convene a special meeting of parents of students who have attendance shortage during the semester.
5. As part of Green campus projects, it has been decided to get tree saplings from Forest Department and plant them in the campus
6. Decided to place waste bins in classrooms, verandahs, college library and other necessary locations
7. Decided to replace the existing water purifiers in the college

The meeting concluded at 4.30 p.m

Minutes of the meeting of IQAC, 2018-19, held on 21/12/2018 at 3.30 PM in the seminar hall of the College

Agenda:

1. Review of model examinations
2. College Students Union and cultural programmes
3. Submission of students' projects
4. Academic and Administrative audit
5. Other items if any.

Dr. Mohamed Kutty (Chairman)

Dr. Joy Varkey (Coordinator)

Dr. E.K. Munira Beebi

Dr. Yusuf Arun

Dr. Majeesh T

Dr. Madhusoodanan M.K

Prof. N. Kunhammed

Sri. Gafoor I

Sri. Ali Kuyyalil

Sri. Munfar Kappil

Sri. Ismail Pattadathil

Decisions

1. The meeting made an assessment of students' performance in the model examinations and decided to contact parents of those students who have not performed well and those who did not attend examinations.
2. Decided to advise college students' union official to get all union, cultural and sports programmes and competitions by the end of January.
3. Decided to set 10th March as the last date for the submission of all final year undergraduate project reports
4. Decided to make a time schedule for the completion of classes and conducting of model exams for all undergraduate and postgraduate programmes.
5. Decided to conduct all study tours and excursion trips during Christmas holidays.
6. Decided to conduct AAA
7. Decided to publish newsletter for the year 2018-19.

The meeting concluded at 4.30 PM

Minutes of the meeting of IQAC, 2018-19, held on 12/03/2019 at 3.30 PM in the seminar hall of the college

Agenda:

1. Special classes
2. Plan for the next year
3. Other items if any

Dr. Mohamed Kutty (Chairman)

Dr. Joy Varkey (Coordinator)

Dr. Madhusoodanan M.K

Dr. Yusuf Arun

Prof. N. Kunhammed

Sri. Muhammed Shafi P

Sri. Gafoor I

Sri. Ali Kuyyalil

Sri. Munfar Kappil

Decisions

1. Decided to conduct special classes for second semester students in the first week of April in order to complete remaining syllabus portions
2. Plans for the next academic year as follows:
 - a. To promote research activities affiliated to college research centre
 - b. To Complete of the work of Indoor Stadium
 - c. To undertake research projects, seminars, workshops etc by major departments
 - d. To sign MoU and to establish academic collaborations with other institutions
 - e. To request the management to apply for getting an electrical transformer for the college to solve power problems.
 - f. To renovate Chemistry lab in the college
 - g. To conduct AAA
 - h. To prepare Academic Plan by 30 June 2019.

The meeting concluded at 4.30 PM