



Minutes of IQAC Meetings 2020-21

First meeting of IQAC of the academic year 2020-21 held on 03/06/2020 Wednesday as online through Google meet platform

Agenda

1. Strengthening of LMS
2. Action plans for 2020-21 academic year
3. Short-Term Programs
4. Bridge Courses
5. Commencement of new Programs
6. New boys hostel block

Participants

1. Anas. E, Principal
2. Prof. OP Abdurahiman, Secretary College Management Committee.
3. Dr. Sabique MK, Coordinator IQAC
4. Dr. Anoop Das, Dept. of Zoology
5. Dr. Salahudheen OP, Dept. of History
6. Alikkutty, Dept. of Commerce
7. Dr. Ranjini, Dept. of Mathematics
8. Dr. Sajid A Latheef, Dept. of English
9. Dr. Remya, Dept. of Zoology
10. Jamsheer AM, Dept. of Chemistry
11. Dr. Sajitha Mohan, Dept. of Economics
12. Ashker E, Dept. of Food Technology
13. Itheema, Office Superintend
14. Junaid C, Student representative

Discussion points and Decisions


1. Decided to enable provisions for online teaching and evaluation in the existing LMS platform.
2. Directed the HoDs and Coordinators of Clubs/Cells/Forums to prepare their annual plans and submit to IQAC by 15 June 2020.
3. Decided to draft academic plan of the college by June 20

4. Decided to encourage all faculties to prepare syllabi for STPs duly sanctioned by concerned Board of Studies
5. Decided to conduct bridge course by all departments to fill the gap occurred due to relaxation allowed by Higher secondary boards in pandemic situation
6. Decided to continue the consultancy work of SynQ for accreditation of neighbouring colleges for NAAC accreditation
7. Decided to conduct result analysis of 2019-20 academic year
8. Decided to conduct one week induction programme for newly admitting UG and PG students.
9. Discussed the commencement of two new Programs in this academic year (MA English and BSc Geology)
10. Decided to construct new Boys hostel block in consultation with college management.

ATR of Last Meeting

1. Conducted workshop for the organizers and partners of MESMAC international conference on organizational skills on 10 January 2020
2. Six volumes were published as proceedings of MESMAC international conference under publication division.
3. Feedback of B2,B4,B6,M2 and M4 Classes were taken at the end of the semesters.
4. Implemented online fee payment system for the all-fee payments
5. ED club activities were conducted in collaboration with the innovation club.
6. Collected PSO and CO from all departments.




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Minutes of the IQAC meeting held on 4/09/2020 Friday as online through Google meet

Agenda

1. Induction programs for UG and PG students
2. New programmes in vocational stream
3. Feedback collection and analysis
4. New academic and administrative block
5. MESMAC international conference

Participants

1. Anas. E, Principal
2. Dr. Sabique MK, Coordinator IQAC
3. Dr. Anoop Das, Dept. of Zoology
4. Alikkutty, Dept. of Commerce
5. Jamsheer AM, Dept. of Chemistry
6. Dr. Ranjini, Dept. of Mathematics
7. Dr. Salahudheen OP, Dept. of History
8. Dr. Sajid A Latheef, Dept. of English
9. Dr. Sajitha Mohan, Dept. of Economics
10. Dr. Remya, Dept. of Zoology
11. Ashker E, Dept. of Food Technology
12. Itheema, Office Superintend
13. Shaju Thomas, Member from industry


Discussion and Decisions

1. Decided to conduct one week Induction program for all UG and PG programs in online mode.
2. The following new programmes will commence in vocational stream in the academic year (B.Voc Nutrition science and dietetics, B.Voc Visual communication, B.Voc Tourism and Hospitality management) sanctioned by UGC
3. Decided to conduct Fifth edition of MESMAC international conference in January 2021 in online platform
4. Decided to increase the number of research supervisors and research scholars.
5. Confirmed the commencement of construction of new academic and administrative block by December as informed by college management
6. Decided to consolidate data for participating in NIRF and Swatchtha ranking

ATR of Last Meeting

1. Online teaching and evaluation processes are executing through LMS platform of the college (Linways)
2. HoDs and Coordinators of Clubs/Cells/Forums submitted their annual plans to IQAC
3. Drafted academic plan of the college.
4. Faculty members prepared syllabi for STPs duly sanctioned by concerned Board of Studies
5. All Departments conducted bridge course to fill the gap occurred due to relaxation allowed by Higher secondary boards in pandemic situation
6. Continuing the consultancy work of SynQ for NAAC accreditation of neighbouring colleges.
7. Conducted result analysis of 2019-20 academic year
8. Conducted one week induction programme for newly admitted UG and PG students.
9. Two new Programs started in this academic year (MA English and BSc Geology)
10. New building construction started to increase the intake of Boys hostel




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Minutes of the IQAC meeting conducted on 07/12/2020 Monday through Google meet

Agenda

1. AQAR preparation and submission
2. Course work for research scholars
3. OBE training and documentation
4. Faculty Development programme on Academic Leadership
5. NIRF data submission

Participants

1. Anas. E, Principal
2. Prof. OP Abdurahiman, Secretary college management Committee
3. Dr. Sabique MK, Coordinator IQAC
4. Dr. Salahudheen OP, Dept. of History
5. Dr. Ranjini, Dept. of Mathematics
6. Ashker E, Dept. of Food Technology
7. Dr. Remya, Dept. of Zoology
8. Jamsheer AM, Dept. of Chemistry
9. Dr. Anoop Das, Dept. of Zoology
10. Dr. Sajitha Mohan, Dept. of Economics
11. Alikkutty, Dept. of Commerce
12. Itheema, Office Superintend

Discussion points and Decisions

1. Delegated duty to IQAC members for AQAR preparation. Criterion wise team formed for data collection and supporting documents.
2. Directed all research centers to conduct research methodology workshops for scholars in collaboration with University and Higher Education Centers
3. Decided to conduct OBE training workshop and document program and course Outcomes
4. Decided to conduct FDP in collaboration with MHRD or HRDC of Aligarh Muslim University on Academic Leadership
5. Decided to take the feedback of B1, B3, B5, M1 and M3 at the end of the semester
6. Assigned Mrs. Shabna (Assistant Professor, Mathematics) to prepare data for NIRF

ATR of Last Meeting

1. Conducted one week Induction program for UG and PG programs
2. Started new programmes in vocational stream (B.Voc Nutrition science and dietetics, B.Voc Visual communication, B.Voc Tourism and Hospitality management)
3. Fifth edition of MESMAC international conference will conduct in January 2021 in online platform
4. Increased the number of research supervisors and research scholars.
5. New academic and administrative block construction started
6. Consolidated data for participating in NIRF and Swatchatha ranking



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Minutes of the IQAC meeting conducted on 05/03/2021 Friday through Google meet

Agenda

1. Extension of Autonomous status
2. Faculty Workshop for SSR preparation
3. Feedback collection

Participants

1. Anas. E, Principal
2. Prof. OP Abdurahiman, Secretary college management Committee
3. Dr. Sabique MK, Coordinator IQAC
4. Dr. Anoop Das, Dept. of Zoology
5. Alikkutty, Dept. of Commerce
6. Dr. Sajid A Latheef, Dept. of English
7. Dr. Sajitha Mohan, Dept. of Economics
8. Dr. Remya, Dept. of Zoology
9. Dr. Salahudheen OP, Dept. of History
10. Dr. Ranjini, Dept. of Mathematics
11. Ashker E, Dept. of Food Technology
12. Junaid C, Student representative

Discussion points and Decisions

1. Decided to submit the application for extension of Autonomous status before 2021 March 30
2. Decided to conduct Faculty Workshop for SSR preparation and prepare criterion wise team for data collection and supporting documents
3. Decided to conduct finishing school to the pass out UG,PG Students.
4. Decided to publish proceedings of MESMAC Conference under publication division.
5. Decided to take feedback of B2,B4,B6,M2 and M4 Classes at the end of the semesters.

ATR of Last Meeting

1. Delegated duty to IQAC members for AQAR preparation and submission.
2. Criterion coordinator started collecting data for SSR preparation
3. Research centers of Arabic, Commerce and Mathematics conducted research methodology workshops for scholars
4. Conducted OBE training workshop and documented COs and PSOs
5. Conducted FDP in collaboration with CALEM UGC HRDC AMU on the topic of Academic Leadership
6. Took the feedback of B1, B3, B5, M1 and M3 at the end of the semester
7. Shabna Assistant Professor of Mathematics consolidating data for NIRF



A handwritten signature in green ink, appearing to be "P. J. K.", written over the printed name of the Principal.

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