



Dr. Ghafoor Memorial  
**MES MAMPAD COLLEGE (AUTONOMOUS)**  
Accredited by NAAC with 'A' Grade I Affiliated to University of Calicut

+919495290001  
+919495435505  
info@mesmampad.org  
www.mesmampadcollege.edu.in  
Mampad College P.O. - 676542  
Malappuram, Kerala, India



## Minutes of IQAC Meetings 2021-22

First IQAC meeting of the academic year 2021-22 held on 03/06/2021, Thursday at college Seminar Hall

### Agenda

1. Strengthening of LMS
2. Action Plan preparation
3. Induction programme for UG and PG programme
4. College Time changing.
5. Collaborations and MoUs for conferences and Short-Term Programs
6. Admission for Foreign Research scholars
7. Registration of Institution Innovation Council
8. Participation in Swatchatha Ranking, ARIIA, NIRF, AISHE, National Intellectual Property Awareness Mission
9. Constitution of Rural Entrepreneurship development cell, Social Entrepreneurship, Swatchatha and Rural Engagement Cell
10. Constitution of Academic Chairs

### 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. Shaju Thomas, Member from industry

## Discussion points and Decisions

1. Directed the HoDs and Coordinators of Clubs/Cells/Forums to prepare their annual plans and submit to IQAC by 15 June 2021.
2. Decided to draft academic plan of the college by 20<sup>th</sup> June.
3. Decided to conduct result analysis of 2019-20 academic year.
4. Decided to conduct one week induction programme for newly admitting UG and PG students.
5. Decided to change the college timing from 9:30 AM- 4:30 PM to 8:30 AM- 3:30 PM
6. Directed all departments to find out collaboration with other higher education institutions and pioneer institutions for conferences and Short Term programs
7. Decided to give admission to foreign research scholars.
8. Decided to strengthen Innovation related activities and to register in Institution Innovation Council
9. Decided to participate in Swatchatha Ranking, ARIIA, NIRF, AISHE, National Intellectual Property Awareness Mission.
10. Decided to constitute Rural Entrepreneurship development cell, Social Entrepreneurship, Swatchatha and Rural Engagement Cell
11. Decided to constitute two academic Chairs in the college (one in humanities and another in science) Dr. Rafeeqe and Dr. Faseena will prepare bylaws and structure of the same.

## ATR of Last Meeting

1. Submitted the application for Autonomous status extension on 30<sup>th</sup> March 2021.
2. Conducted Faculty Workshop in April 2020 for SSR preparation and prepare criterion wise team for the collection of data and supporting documents
3. Collected the link and data of online classes and e-contents developed by faculty members
4. Collected feedback of B2,B4,B6,M2 and M4 Classes at the end of the semesters.



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Minutes of the IQAC meeting held on 4/08/2021 Wednesday through online platform

## Agenda

1. Renovation of College auditorium and playgrounds
2. Construction of Biogas plants and Water harvesting tanks
3. Laboratory facility for BVoc Visual communication
4. Modernization of studio and Theater for Mass communication
5. Upgrading of college website
6. Renovation of laboratories (Food Technology, Chemistry and Zoology)

## 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. Alikkutty, Dept. of Commerce
6. Jamsheer AM, Dept. of Chemistry
7. Dr. Ranjini, Dept. of Mathematics
8. Dr. Remya, Dept. of Zoology
9. Dr. Anoop Das, Dept. of Zoology
10. Ashker E, Dept. of Food Technology
11. Dr. Sajitha Mohan, Dept. of Economics
12. Itheema, Office Superintend
13. Junaid C, Student representative

## Discussion points and Decisions


1. Decided to start the renovation work of college auditorium and football ground by next month
2. Decided to construct Biogas plant and water harvesting plant.
3. Decided to construct a studio for BA Mass communication and BVoc Visual communication and decided to modernize the present studio

4. Decided to constitute a team under the leadership of Linshad, Physics Department to update the college website
5. Decided to fix incinerator in ladies' hostel.
6. Decided to renovate the laboratories of Food Technology, Chemistry and Zoology

### **ATR of Last Meeting**

1. HoDs and Coordinators of Clubs/Cells/Forums submitted their annual plans
2. Drafted academic plan of the college
3. Result analysis of 2020-21 academic year completed under the leadership of Shameera, Assistant Professor, Department of Statistics
4. One week induction programme for newly admitted UG and PG students were conducted under SKY.
5. Changed the college timing from 9:30- 4:30 to 8:30- 3:30
6. Arabic, Zoology, History and Mathematics Departments were started collaborative works with higher education institutions and pioneer institutions
7. One foreign research scholar submitted application in Arabic Department from University of Sana Yemen.
8. Innovative activities scheduled under the leadership of Hasker and Dr. Shahida and started registration process in Institution Innovation Council
9. College participated in Swatchatha Ranking, ARIIA, NIRF, AISHE, National Intellectual Property Awareness Mission
10. Constituted Rural Entrepreneurship development cell, Social Entrepreneurship, Swatchatha and Rural Engagement Cell in the college.
11. Dr. Rafeeqe and Dr. Faseena presented the draft of academic Chairs which will start after getting consent of the management.



  
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Minutes of the IQAC meeting held on 07/10/2021 Thursday through online platform

## Agenda

1. MESMAC international conference Edition 6
2. Construction of library block
3. Status of data collection for SSR
4. Laboratory facilities for BSc Geology programme

## Participants

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

## Discussion points and Decisions

1. Decided to conduct MESMAC international conference edition 6 in January 2022 in a blended mode.
2. Decided to construct a new Academic block and library block in this academic year to accommodate students of newly started programs.
3. Criterion coordinators presented the status of data collection for SSR
4. Meeting reviewed that the collection of supporting data to be strengthened.
5. Decided to establish a separate laboratory for Geology department
6. Decided to renovate the laboratories of Food Technology, Chemistry and Zoology

## **ATR of Last Meeting**

1. Renovation work of college auditorium and football ground will start by next month
2. Biogas plant and water harvesting plant will construct after finalizing quotation
3. Construction works of new studio started
4. Modernization of the present studio will start next month
5. Mr. Linshad contacted with Data stone and presented a plan for the update the college website
6. Incinerator fixed in ladies' hostel



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

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Minutes of the IQAC meeting held on 4/01/2022 Tuesday at college seminar hall

## Agenda

1. Feedback collection
2. Hunting of research projects
3. Establishment of Campus ATM
4. Establishment of IEDC (Innovation and Entrepreneurship Development Centre)
5. Best teacher award and Best research scholar award
6. Academic and Administrative audit
7. Green, environment and energy audits

## Participants

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

## Discussion points and Decisions

1. Decided to take feedback of B1,B3,B5,M1 and M3 Classes at the end of the semesters.
2. Decided to conduct a workshop under RMAC for teachers on hunting research projects
3. Decided to establish a new ATM in campus in collaboration with Malappuram District Cooperative Bank
4. Decided to apply for Innovation and Entrepreneurship Development Centre under the leadership of Sulfi, Assistant Professor, Department of Commerce

5. Decided to constitute Best teacher award and Best research scholar award in this academic year
6. Assigned Dr. Anoop Das, Head, Department of Zoology to prepare the norms of scholar award and teacher award
7. Decided to conduct Academic and Administrative audit in collaboration with Kerala Principal's forum
8. Assigned Dr. Rafeeqe Department of Zoology for preparing the college for Academic and Administrative Audit
9. Decided to conduct Green, environment and energy audits in collaboration with Nature Science Foundation, Coimbatore

### **ATR of Last Meeting**

1. MESMAC international conference edition 6 scheduled in January 2022 in a blended version.
2. Started the construction of new Academic block
3. Decided to collect quotations for the construction of Library block
4. Collection of supporting documents from departments were strengthened.
5. Purchased consumables for laboratory for department of Geology.



  
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Minutes of the IQAC meeting held on 04/03/2022 Friday at management room

## Agenda

1. Course work for research scholars
2. MESMAC international conference
3. Modernization of Language labs
4. NIRF data submission
5. Internship for PG students
6. FDP for teachers and administrative staff
7. AQAR submission
8. SSR preparation
9. Skill Hub initiative in collaboration with National Skill Development Corporation and Pradhan Mantri Kaushal Vikas Yojana, Govt of India

## Participants

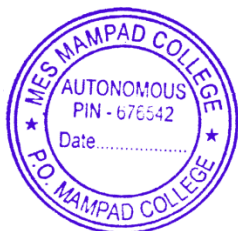
1. Dr. Manzur Ali, Principal
2. Anas. E, Vice Principal
3. Dr. Sabique MK, Coordinator IQAC
4. Dr. Sajid A Latheef, Dept. of English
5. Dr. Salahudheen OP, Dept. of History
6. Alikkutty, Dept. of Commerce
7. Dr. Anoop Das, Dept. of Zoology
8. Dr. Ranjini, Dept. of Mathematics
9. Dr. Remya, Dept. of Zoology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


## **Discussion points and Decisions**

1. Decided to collect data for NIRF and upload under the leadership of Shabna Assistant Professor of Mathematics Department
2. Decided to introduce Internship for all PG programs. Minimum one-week Internship will be conducted in summer vacation period.
3. Decided to conduct FDP for teaching staff in March 2022 in collaboration with Karl Kubel Institute Coimbatore.
4. Decided to submit AQAR in March. Mr. Abdurahman of Commerce department assigned to collect monthly reports.
5. Decided to complete the consolidation of data for SSR before May 2022. Criterion coordinators updated the status of data collection and supporting proofs.
6. Decided to commence Short term programs in collaboration with National Skill Development Corporation and Pradhan Mantri Kaushal Vikas Yojana, Govt of India. Assigned Mr. Jawahar Department of Food Technology to coordinate the same.
7. Decided to take feedback of B2,B4,B6,M2 and M4 Classes at the end of the semesters.
8. Decided to modernize Language lab with new computers and software. Dr. Sajid A Latheef assigned the duty.

## **ATR of Last Meeting**

1. Took the feedback of B2,B4,B5,M2 and M4 Classes at the end of the semesters.
2. RMAC conducted a workshop for teachers on hunting research projects
3. New ATM established in campus in collaboration with Malappuram District Cooperative Bank
4. Sulfi, Assistant Professor, Department of Commerce presented the status of application for Innovation and Entrepreneurship Development Centre
5. Dr. Anoop Das, Department of Zoology presented the norms of scholar award and teacher award
6. Contacted Kerala Principal's forum for Academic and Administrative audit
7. Conducted Green, environment and energy audits by Nature Science Foundation Coimbatore in February 2022.



  
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