






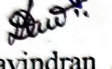




Minutes of the IQAC meeting held in the Principal's chamber at 1.30 pm on July 15, 2019

Agenda: -

1. To chalk out the plan of action for the academic year 2019-2020
2. To conduct seminars and conferences by departments.
3. Orientation programme for first year students

Members Present:

1. Dr. T. Pradeep-Principal 
2. Lt. Dr. V. Arun 
3. Dr. Shiny Mathews 
4. Dr. Bijo S. Anand 
5. Ms. Kavitha K.S. 
6. Ms. Raji V. 
7. Ms. Deepthi P.S. 
8. Dr. Divya V. 
9. Ms. Resmi Ravindran 
10. Dr. Gopan Raj- Coordinator 

The meeting commenced at 1.30 pm and was chaired by the principal. The principal welcomed the IQAC members and explain the duties and responsibilities of the team. IQAC coordinator presented a plan of action for the current year. It was discussed to organize an orientation programme for the first year students to make them aware of the academic, non- academic and general discipline of the college. The meeting also pointed out the requisite to organize seminar series, workshop, career guidance, counselling and human rights programme. It was also decided to continue the CSIR/UG/NET coaching classes for the PG students by the respective PG departments. All members actively participated in the discussion and the following decisions were taken. The meeting came to an end by 2:30 pm.

Decisions Taken:




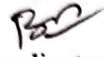




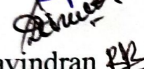

1. It was decided to constitute committees to conduct seminars and workshops
2. Decided to organise orientation programme for first year UG and PG students
3. Decided to conduct counseling and career guidance programmes.

Minutes of the IQAC meeting held in the Principal's chamber at 3.30 p.m. on 20 September 2019

Agenda: -

1. Submission of AQAR 2018-19
2. NAAC accreditation process-seminar

Members Present:

1. Dr. T. Pradeep- Principal 
2. Lt. Dr. V. Arun 
3. Dr. Shiny Mathews 
4. Dr. Bijo S. Anand 
5. Dr. Gopan Raj- Coordinator 
6. Ms. Kavitha K.S. 
7. Ms. Raji V. 
8. Ms. Deepthi P.S. 
9. Dr. Divya V. 
10. Ms. Resmi Ravindran 

The meeting commences at 3.30 pm, the principal chaired the meeting. Therefore the duties in connection with data collection and uploading have also been lagged behind and decided to start preparation process of AQAR 2019-20. The regular academic and extension activities including club activities, ASAP, WWS, SSP etc of the college has to be performed in time. Also decided to conduct a seminar on the revised NAAC reaccreditation process in which all the details need to be submitted online. The meeting came to end at 5pm .

Decisions Taken:

1. Decided to proceed with the work of AQAR files to upload AQAR 2019-20.
2. Decided to conduct a seminar on revised NAAC reaccreditation process
3. Decided to rewarm the WWS, ASAP and SSP.

Actions Taken




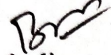

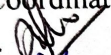

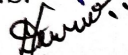

1. Orientation for fresher's were conducted in the month of July 2019
2. Many departments started conducting seminars.

Minutes of the IQAC meeting held in the Principal's chamber at 11 AM on 13 December 2019.

Agenda: -

1. Uploading of CA marks for fifth semester-conducting club activities.
2. Online uploading AQAR

Members Present:

1. Dr. T. Pradeep- Principal 
2. Lt. Dr. V. Arun 
3. Dr. Shiny Mathews 
4. Dr. Bijo S. Anand 
5. Dr. Gopan Raj- Coordinator 
6. Ms. Kavitha K.S. 
7. Ms. Deepthi P.S. 
8. Dr. Divya V. 
9. Ms. Resmi Ravindran 

IQAC meeting started at 11 AM and the Principal welcomed the members. IQAC coordinator read out the minutes of the previous meeting and it was approved by the members. The agenda for the day was discussed one by one. He emphasized to convene a meeting of the club coordinators. The coordinator further expounded on the urgency to complete the AQAR data collection in the stipulated time. Feedbacks from students and parents need to be collected and consolidated. In this regard various committees need to be constituted. The meeting came to an end by 1 pm.

Decisions Taken:

1. Decided to convene meetings of various club and activity coordinators
2. Decided to upload AQAR 2018-19 as immediately as possible
3. Decided to collect feedback from students and parents

Actions Taken

Organized a seminar on revised NAAC reaccreditation process


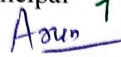


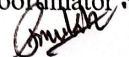
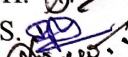

PTA meetings were conducted for final semester UG students

Minutes of the IQAC meeting held in the Principal's chamber at 3.30 p.m. on 6 March 2020

Agenda

1. Internal examination
2. College Day celebration
3. Extension Activities

Members Present:

1. Dr. T. Pradeep- Principal 
2. Lt. Dr. V. Arun 
3. Dr. Bijo S. Anand
4. Ms. Raji V 
5. Dr. Gopan Raj- Coordinator 
6. Mr. Praveen K.H. 
7. Ms. Deepthi P.S. 
8. Dr. Divya V. 

The Principal welcomed the members. The IQAC coordinator read out the minutes of the previous meeting and it was approved by the members. The meeting made an assessment of the progress of the works of various committees constituted. The committee evaluated a satisfaction on the coordination and co-operation of all teachers in the success of uploading AQAR 2018-19. Decided to start the work of files and other documents for the next year. A report of the various club activities need to be elicited from club convenors. The meeting came to an end by 5 pm.

Decisions Taken:

1. Decided to collect reports of club activities
2. Decided to start the works of AQAR 2019-20 at the earliest

Actions Taken

1. Organized club activities and seminars
2. Uploaded AQAR 2018-19
3. Conducted internal exam for UG and PG final semesters.