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## Minutes of IQAC meeting:

Date: 06.02.2022 Time: 11.00 am

Venue: Online platform

### Agenda:

1. Campus beautification
2. Feedback from stakeholders
3. Other matters

### Members present:

1. Dr. Edakkotte Shaji
2. Dr. Mony Mathew
3. Dr. Z.A. Ashraf
4. Dr. Meera
5. Dr. Shaheed Ramegan
6. Dr. Shanij K.
7. Dr. Swapna K.
8. Dr. Vanaja K.A.
9. Dr. Shyri P.
10. Dr. Shikha M.
11. Dr. Lizine Joseph

### Decisions taken:

1. It was decided that Dr. Swapna K.S. will head the work done by the campus beautification committee. The team should complete the work by utilizing plan fund effectively.
2. Online feedback should be collected from all stakeholders including students, teachers, alumni and employers. Student feedback on teachers should be collected department-wise, analysis should be done and action taken. Report to be submitted to the principal, through Meeting



11.45 noon

Minutes of IQAC meeting:  
Date: 01.06.2021, Time: 10.00 am  
Venue: Online platform

Agenda:

1. IQAC Action plan 2021-22
2. College development master plan
3. Online classes
4. Other matters

Members present:

1. Dr. Edakkotte Shaji
2. Dr. Moncy Mathew
3. Dr. Z A Ashraf
4. Dr. Meena
5. Dr. Shaheed Ramzan
6. Dr. Shanij K.
7. Dr. Sravana K.
8. Dr. Vanaja K A
9. Dr. Sizina Joseph

Decisions taken:

1. IQAC action plan for the year 2021-22 is finalized after discussion.
2. Decided to apply for new courses and upgrade existing courses.
3. It is decided to ensure effective curriculum transaction through different platforms including google platform, whatsapp groups, google meet, google classroom, recorded classes, audio and video sharing. All teachers should be directed to improve their skills in handling ICT enabled classes.
4. A well organized induction programme should be organized to newly admitted students inUG & PG programme. The programme should provide a comprehensive idea of the functioning of the college.
5. Attendance of students in online classes are to be strictly monitored by respective teachers. It should be ensured that every students get an opportunity to continue education in online mode. Financial assistance to be provided to poor students to meet expenses related to online classes.
6. Students and teachers are facing mental and physical stress in new pandemic situation. It is decided to strengthen 'Jeevani' counselling services to resolve such issues.
7. Tutorial and mentoring systems should work effectively to ensure effective curriculum transaction.
8. It is decided to promote departments for collaborative activities with other institutions.
9. It is decided to conduct institutional faculty development programme.
10. It is decided to prepare a master plan for the overall development of college, with special emphasize on college sports complex.
11. It is decided to complete survey related to college ground expansion.

Meeting concluded @ 1 pm.



*[Handwritten Signature]*  
01/06/2021

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GOVT. ARTS & SCIENCE COLLEGE  
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## Minutes of IQAC meeting:

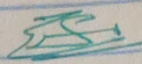
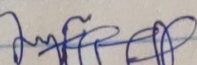
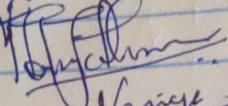
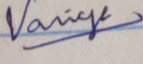
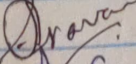

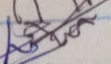
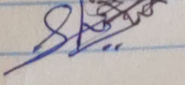
Date: 10.04.2022 Time: 3.00 pm

Venue: Online platform

### Agenda:

1. Golden jubilee building inauguration
2. Utilization of PD accumulated fund
3. IQAC action plan 2022-23
4. Other matters.

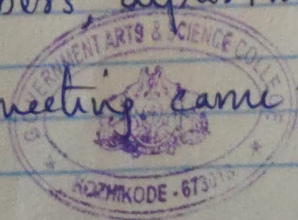
### Members Present:

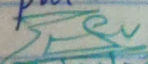
1. Dr. Edelkotte Shaji 
2. Dr. S. Jayasree 
3. Dr. Mony Mathew 
4. Dr. Vaneja K.A. 
5. Dr. Savana K. 
6. Dr. Sagine Joseph 
7. Dr. Meena 
8. Dr. Shanij K. 

### Decisions taken:

1. The inauguration of the Golden Jubilee building should be done in the last week of April 2022 or the first week of May 2022 so that the shifting process can be completed before the commencement of new academic year.
2. PD utilized fund should be utilized effectively to provide better facility to students and staff.
3. It was decided to prepare action plan for the upcoming academic year 2022-23, by incorporating all the suggestions received from the IQAC members, departments, club & committee conveners.

The meeting came to an end by 4.30 pm.

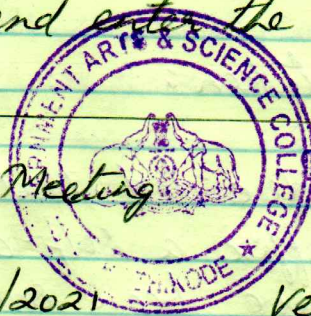


  
10/04/2022

### Decisions taken :

1. Student Feedback form compiled and finalised after discussion.
2. Decided to prepare Google Form and send to student groups.
3. Decided to compile and enter the data in the AQAR.

Minutes of IQAC Meeting



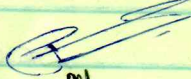
  
 PRINCIPAL  
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 CALICUT 673 018


Date: Wednesday, 13/09/2021  
 Time: 06.30 pm

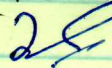
Venue: Online


Agenda: Formation of Screening Committee to scrutinise placement proposals for professorship.


### Members present:

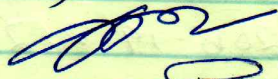
Dr. Mohammed Aslam (Vice Principal) 


Dr. Money Mathew (IQAC Coordinator) 

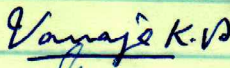
Dr. Z.A. Ashraf 


Dr. Meena 

Dr. Sujitha K. 

Dr. Shaheed Ramzan 

Dr. Sharif K. 

Dr. Vanaja K.A. 

Dr. Sigina Joseph 

A screening committee consisting of the following members was formed to process the placement proposals for Professorship.

Dr. Mancy Mathew

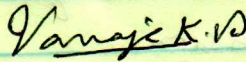
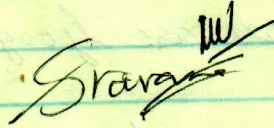
Dr. Mini E

Dr. Shanij K.

Dr. Vanaja K. A.

Dr. Meena V.


Dr. Sravana

## Decisions taken:

1. It was decided that the applicants would be asked to affix a self-declaration stating that norms have been satisfied.
2. After scrutiny, the screening committee would put their comments on the proposals before forwarding them to DCE.

Minutes of IQAC


  
 PRINCIPAL  
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Date: Tuesday, 14/12/2021

Venue: IQAC Room

Time: 02:30 pm

Agenda:- AQAR for the year 2020-2021

- Corrections suggested by NAAC for AQAR of 2018-19 &amp; 2019-20

- 44

Members present:

Dr. Edakkotte Shaji

Dr. Mohammed Aslam

Dr. Mancy Mathew

Dr. Z.A. Ashraf

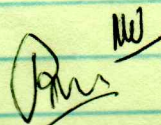
Dr. Meena

Dr. Rahul K.

(Principal)

(Vice Principal)

(IQAC Coordinator)



Dr. Mancy Mathew

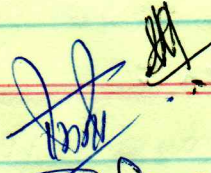
Dr. Mini E

Dr. Shanij K.

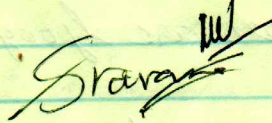
Dr. Vanaja K. A.

Dr. Meena V.

Dr. Sravana



Vanaja K. A.



## Decisions taken:

1. It was decided that the applicants would be asked to affix a self-declaration stating that norms have been satisfied.
2. After scrutiny, the screening committee would put their comments on the proposals before forwarding them to DCE.



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Minutes of IQAC

Meeting

Date: Tuesday, 14/12/2021 Venue: IQAC Room  
Time: 02:30 pm

Agenda:- AQAR for the year 2020-2021

- Corrections suggested by NAAC for AQAR of 2018-19 & 2019-20
- Hy

Members present:

Dr. Edakkotte Shaji

Dr. Mohammed Aslam

Dr. Mancy Mathew

Dr. Z. A. Ashraf

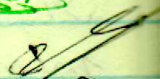
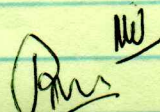
Dr. Meena

Dr. Rahul K.

(Principal)

(Vice Principal)

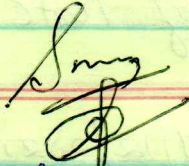
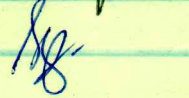
(IQAC Coordinator)



Ms. Soumya D. Sherin

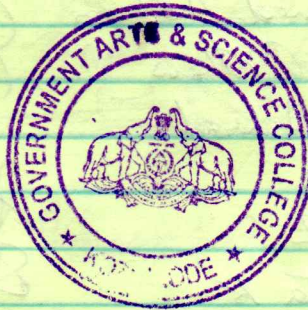
Ms. Beera P.


Dr. Sigina Joseph

Decisions taken :

1. Decided to rectify errors in AQAR 2018-19 & 2019-20.  
Ms. Shikhi & Ms. Sigina were given the responsibility.
2. Decided to revive the 7 committees that were constituted for the compilation of AQAR 2018-19 & 2019-20.
3. A Documentation committee would be formed under the coordinators of Dr. Shanij K.



  
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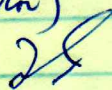




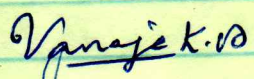
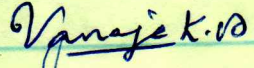

## Minutes of IQAC Meeting

Date: Friday, 17/12/2021  
Time: 02.00 pm

Venue: IQAC Room

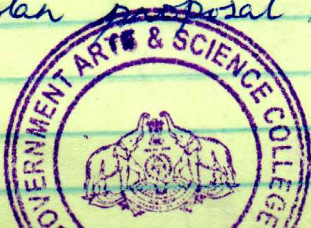
- Agenda :- AQAR Preparation for the year 2020-21
- Constitution of different committees for preparation of AQAR.
  - Preparation of Plan Fund proposal.

## Members Present:

Dr. Edakkotte Shaji	(Principal)	
Dr. Mohammed Aslam	(Vice Principal)	
Dr. Mancy Mathew	(IQAC Coordinator)	
Dr. Z. A. Ashraf		
Dr. Meena		
Dr. Mini E		
Dr. Sajitha K.		
Dr. Shanij K.		
Dr. Vanaja K. A.		
Dr. Lizina Joseph.		

## Decisions Taken:

1. Briefing about AQAR Preparation for the year 2022.
2. Committees formed for each criterion in AQAR.
3. Guidelines provided to the members of each committee.
4. Decided to have the same committees for SSR Preparation also.
5. Decided to include proposals for seminars and workshops in the plan proposal for the following year.








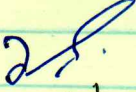



## Minutes of IQAC Meeting

Date: Thursday, 27/01/2022      Venue: IQAC Room  
 Time: 03.30 pm

Agenda: Review of AQAR preparation for the years  
 2020-21

Members Present: Chairpersons & Convenors & Members of  
 AQAR Committees.

Dr. Edakkotte Shaji (Principal)	
Dr. Mohammed Aslam (Vice Principal)	
Dr. Mancy Mathew (IQAC Coordinator)	
Dr. Shanij	
Dr. Anand	
Dr. Vanaja K.A.	<u>Vanaja K-10</u>
Dr. Shyni P.M.	
Dr. Sajitha K.	
Dr. Subair K.A.	
Dr. Z.A. Ashraf.	
Dr. Meera.	
Dr. Baby Sheeba	
Dr. Shikhi	

### Decisions Taken:

1. Convenors and Chairpersons updated IQAC about the preparation of AQAR.
2. It was decided that the committees incharge of AQAR would submit the report before the 15<sup>th</sup> of March 2022.



  
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