

Minutes of the IQAC meeting held on IQAC room by 5/9/2023.

### Agenda

1. Add on Programme for 2023-24
2. Other matters.

### Members Present

1. Dr. Subin P. Joseph
2. Dr. Rajinif M.S
3. Dr. Rahul K. Jay
4. Smt. SIKHA N
5. Smt. Prasanna A.C
6. Sobin Varghe m.v
7. Smt. Anifa P.
8. ~~Smt. Dr. Anoop~~ ~~Prasanna~~ Thankachen. Anoopth
9. Sri Varghese Antony Varghese

### Decisions taken

1. Departments currently conducting or planning to conduct add-on courses are requested to submit its details to IQAC. The departments planning to conduct these courses include:
  1. Economics
  2. Commerce
  3. History
  4. Computer Science
  5. English
  6. Malayalam.
2. IQAC evaluated the resubmission and submission status of AQAA for the

previous years 2021-22 and 2022-23. It is asked to submit the same before

October 1, 2023

3. It is decided to appoint Miss Aswathi V.N. for preparing the mentor-mentee list. The meeting concluded by 4 pm

Dr. Rajamol M.S.  
IOAC Coordinator

### Action Taken

1. The Departments of Economics, Commerce, History and Computer Science submitted the details of add on courses they are offering in the current academic year.
2. The IOAC has successfully submitted the AQAR for the current academic year.
3. Miss Aswathi V.N. Assistant Professor in the Department of English has been assigned the responsibility of preparing the mentor-mentee list for the academic year 2023-24.