







IQAC meeting held at principals chamber at 2.00 PM on 23.09.2019.

Agenda

1. AQAR 2019-20 online Submission
2. College website
3. Students feedback
4. Data collection
5. Research journal
6. Teachers PhD registration
7. Result analysis
8. Other matters

Members present -

1. Dr. P. C. Ashraf 
2. Dr. Muneer Babu M. 
(Co-ordinator, NAAC)
3. Rajesh M-S (Vice Principal, H.O.D Economics) 
4. Ajmal AK 
5. Shakeel Ashraf 
6. Padmavathi 
7. Adv. Sadique Neelickandy
8. Solji Jose Kottaram

Decisions

1. It was decided to include Computer Science teacher Ajmal AK, NAAC Coordinator Dr. Muneer Babu, College union chairman Shakeel O. P as student representative, Francis KAKM as alumni representative to IQAC.
2. All department heads, coordinators of different clubs should submit the data required to prepare AQAR of year 2018-19 before October 15th.

3. Ajmal A K and Muneer Babu have been assigned the job to prepare questionnaire for Student Satisfaction Survey.
4. Muneer Babu has been assigned the job to prepare questionnaire for students feed back and also collect students feed back.
5. Ajmal A K has been entrusted the job of updating college website including teachers profile and department profile.
6. It was decided all teachers have to register for PhD before September 15th 2021.
7. Dr. Muneer Babu has been entrusted to make preparations for publication of research journal.
8. The exam results of different departments were evaluated.
9. It was decided to organize a workshop on NAAC²⁰¹⁹ accreditation process in the month of October.

Dr. P. C. Ashraf
 (IAAC, coordinator)

23/9/2019