

Online meeting of the IQAC on google meet at 2.30 PM  
on 5 June 2020

Agenda ① Discuss about the Peer team visit  
of NAAC

② The remaining works of the College  
(Infrastructure)

Members present

1. Dr. Ampily J.S
2. Dr. Merlin Abraham Merlin Abraham

Decisions

The remaining infrastructure related <sup>repairing</sup> works should start immediately. To conduct a make visit before the NAAC visit.

Action taken Report

The peer team visit schedule distributed among the various departments. The date of completion of the files extended from 20th March 2020 to 21 April

Rep.

Online meeting of ICRAC on google meet at 4-30 PM on 24 November 2020

Agenda.

- (1) Peers Team visit postponement
- (2) Completion of the clubs files.

Members present

- 1. Dr. Ampily J.S
- 2. Dr. Merlin Abraham Merlin Abraham

Decisions.

All the remaining files of the departments and office and library should be completed before 30<sup>th</sup> December 2020. The clubs files <sup>also</sup> should be completed in the last week of december 2020.

Action Taken Report

The repairing works of infrastructure completed.

*[Signature]*

Meeting of IQAC held on 12-1-2021 in the Principals Room for discussing the overall arrangements made in the individual departments (commerce) for the NAAC peer team visit.

- Agenda
- (1) Overall arrangements of department
  - (2) Other matters

Members present

- |                           |                    |
|---------------------------|--------------------|
| 1. Dr. Saji Maram Veethil | <i>[Signature]</i> |
| 2. Binu K P C.R           | <i>[Signature]</i> |
| 3. Dr. Sujesh - C.P       | <i>[Signature]</i> |
| 4. Manu P                 | <i>[Signature]</i> |
| 5. Dr. Sandhya P. Pillai  | <i>[Signature]</i> |
| 6. Dr. Binny. M           | <i>[Signature]</i> |
| 7. Dr. Anupya Jis         | <i>[Signature]</i> |
| 8. Dr. Merlin Abraham     | <i>[Signature]</i> |

Decisions :

It is decided to arrange a make visit on January 29, 30 2021 by the visit team from Farook college, Kozhikode.

Action Taken Report

The department files completed.

*[Signature]*

Meeting of the IQAC held on 13/1/2021 in the Principal's room for discussing the overall arrangements made in the individual departments (Physics) for the NAAC peer team visit on 1<sup>st</sup> March 2021

Agenda :

- (1) Overall arrangements of the physics Dept.
- (2) other matters.

Members

1. Dr. J. S. Ampily
2. Dr. Merlin Abraham Merlin Abraham
3. S. V. Sajeev

Decisions :

It is decided to complete the <sup>new</sup> files of the department and also the needed boards and photos at the earliest.

Sajeev

Meeting of IQAC held on 14/11/2021 in the Principals Room for discussing the overall arrangements made in the individual departments (English) for the NAAC Peer Team visit on 1<sup>st</sup> March 2021

Agenda :

1. Overall arrangements of the Department
2. Other matters

Members present

1. Dr. Anupiy J.P.
  2. Dr. Parvathi V.G.
  3. Vinodkumar A
  4. Vidhya Viswanathan
  5. V.S. ANITA
  6. Dr. Meslin Abraham
- Dr. Anupiy  
Dr. Parvathi  
Dr. Vinodkumar  
Dr. Vidhya  
Dr. V.S. ANITA  
Dr. Meslin Abraham

Decisions It is decided to complete the files in the department and the necessary boards related to the NAAC visit.

Action Taken Report

The new files of the departments completed

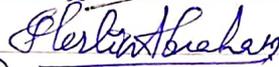
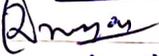
Dr. Anupiy

Meeting of IQAC held on 19/1/2021 in the Principals room for discussing the overall arrangements made in the individual departments (Chemistry) for the NAAC Peer team visit on March 1, 2021

### Agenda

1. Overall arrangements in the department & Lab
2. Other related matters

### Members Present

- |                       |   |
|-----------------------|---|
| 1. Dr. Anandiy J's    |    |
| 2. Dr. Merlin Abraham |   |
| 3. Dr. Deepa. K. P    |    |
| 4. Dr. Pranjith N. U. |   |
| 5. Vydhehi. E. K      |  |
| 6. Dr. Namirtha R     |  |
| 7. Anusree. B. R      |  |
| 8. Dr. Deena. K. K.   |  |

### Decisions

1. It is decided to complete the files of the department at the earliest and <sup>also</sup> the photos and catch words to be made.

### Action Taken Report

The previous files of the department completed. The needed boards of the departments given.



Meeting of IQAC held on 22/1/2021 in the Principals room for discussing the overall arrangements made in the individual departments (Computer Science) for the NAAC peer team visit on march 1, 2 2021

### Agenda

1. Overall arrangements in the department & lab
2. Other related matters.

### Members present

1. Dr. Anupama J.S. *[Signature]*
2. Dr. Merlin Abraham *[Signature]*
3. Chandni - P.M. *[Signature]*
4. Aridya G. *[Signature]*

### Decisions

It is decided to make the boards, ~~of the dept~~ photos, files, PPTs as early as possible

### Action Taken Report

The department files completed. Photos, boards and catchwords of the department given.

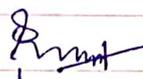
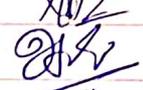
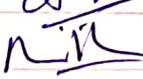
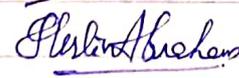
*[Signature]*

Meeting of the IQAC held on January 29, 2021  
in the Principals room to discuss the NAAC Peer team  
visit of 1, 2 March 2021

### Agenda

1. Constitution of a committee for internal audit
2. Other related matters.

### Members Present

1. Dr. Sampily J-S
2. Dr. Shaji Narayan Veetil 
3. Dr. Prasant V.G.
4. Dr. Namitha R 
5. Hridya G 
6. Dr. S. V. Sajeer 
7. Dr. Merlin Abraham 

### Decisions

1. An internal audit team is constituted for the audit of files in the departments.
2. Finalization of boards in the department is to be done.
3. Department presentation is to be done by each department as early as possible.

### Action Taken Report

The boards, photos and PPT's made by the departments.

