

Minutes of the IGAC meeting held at 3.30 pm  
on 04-06-2018 at Principal's Chamber

### Agenda.

1. Preparing plan of action for 2018-19
2. Expansion / Revamping of IGAC
3. Other matters.

### Members Present.

1. Dr. Rejula P.B. (Principal)
2. Dr. Francis O.S. (Coordinator)
3. Dr. Girish Vishnu Namboodiri
4. Dr. Shyamnath K
5. Dr. Binu P.J.
6. Dr. Shahul Hameed
7. Dr. Vipin Chandran

### Decisions

1. Decided to prepare a Plan of Action for the academic year 2018-19 within one month by the executive committee.
2. Decided to revamp IGAC with the following members:
  1. Dr. Rejula P.B. (Chairperson)
  2. Dr. Francis O.S. (Co-ordinator)
  3. Dr. G.V. Fathima (Vice Principal)
  4. Dr. Shahul Hameed (Maths)
  5. Dr. C.P. Sankar (Maths)
  6. Dr. Girish Vishnu Namboodiri (History)
  7. Dr. Savitha E. (Malayalam)
  8. Dr. Binu P.J. (Physics)
  9. Dr. Vipin Chandran K.P. (Economics)
  10. Dr. Shyamnath B. (Physical Education)
  11. Smt. Mathumathi C. (Economics Alumni)
  12. Kum. Niranjana C.P. (College Union, Chairperson)
  13. Sr. Vinod C.B. (Councilor, Karmus Corporation)
  14. Smt. Vasanthi V. (Programme Executive, AIR, Karmus)

Minutes of the meeting of the IQAC held at 3.30pm on 06.07.2018 in IQAC room.

Agenda:

1. Plan of action for the academic year 2018-19.
2. Academic monitoring
3. Clean and green campus.
4. Other matters.

Members present:

1. Dr. Rajula P.K, Principal
2. Dr. Francis O.S. (Coordinator) 21
3. Dr. Girish Vishnu Nambodiri. gmb
4. Dr. Binu P.J modub
5. Dr. Shyamaly K Shyamaly
6. Dr. Shahnur Humeed Shahnur
7. Dr. Vipin Chennuram ICP Vipin

Resolutions:

1. Decided to conduct a national seminar on the new accreditation framework of NAAC in November/December, 2018.
2. Decided to take measures to keep the campus eco-friendly.
3. Decided to proceed with the beautification works of the campus.

Minutes of the meeting of the IQAC held at 3.30 pm on 06.08.2018 at Principal's chamber.

Agenda:

1. Matters related with the preparation of next round of NAAC accreditation.
2. Detailed proposal for B.10 labors.

Members present:

1. Dr. Rejula P.K, Principal.
2. Dr. Shahul Hameed
3. Dr. E.V. Fathima
4. Dr. Francis O.S, IQAC, coordinator
5. Dr. Bina P.J
6. Dr. Vipin Chandran K.I.
7. Dr. Shyamrath

Resolutions:

1. Resolved to convene a general staff meeting on 13.08.2018, next week.
2. Decided to invite experts related with NAAC accreditation for awareness sessions.
3. Resolved to form a 'haritha team' to keep the campus clean.

Minutes of the QAAC meeting held on 17.08.2018  
at 3.30 pm in QAAC rooms.

### Agenda.

1. Academic monitoring
2. Plan Fund proposals
3. Matters regarding the next round accreditation
4. Other matters.

### Members present.

1. Dr. Rejula. P.K Rejula
2. Dr. Shyamalakrishnan Shyamalakrishnan
3. Dr. Girish Vishnu Namboodiri Girish
4. Dr. Binu. P. J Binu
5. Dr. Shamsi Ahmed Shamsi

### Decisions.

1. Decided to coordinate the works of Academic Monitoring Committee.
2. Decided to prepare Plan Fund proposal at the earliest.
3. Decided to form different sub committees for preparing for the next level of accreditation.



Minutes of the LGAC meeting held on 05-10-2018 at 3:30pm in LGAC room.

### Agenda

1. Conducting of an one day workshop on Preparation of SSR
2. Organising National Seminars on New Accreditation framework of NAAC in the month of December 2018
3. Other matters.

### Members present.

1. Dr. Gopin Vishnu Namboodiri ~~Dr~~
2. Shyamnath, K. ~~Dr~~
3. Dr. Binu P. J. ~~Dr~~
4. Dr. Shahul Hamed ~~Dr~~
5. Dr. Vipin Chandan ~~Dr~~
6. Dr. Francis P.S. ~~Dr~~

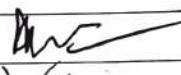

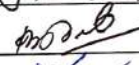
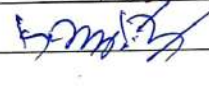
### Resolutions taken.

1. Resolved to conduct one day workshop on preparation of SSR on 22/11/2018. The workshop will be headed by Dr. Sajith LGAC Coordinator, SN College, Kannur.
2. Conducting Two Day National Seminar on the Topic "An Excursion to the New Assessment and Accreditation framework of NAAC" on 12<sup>th</sup> and 15<sup>th</sup> December 2018. The seminar will be inaugurated by Dr. John Kattakayam, an eminent academician and former Director of Academic Staff college, Kerala University.

Minutes of the IQAC core committee meeting held on 02 November at 12:30 pm, Principal's Chamber.

### Agenda:

1. Matters regarding the next round of NAAC Accreditation.
2. Division of duty under the 7 criteria of SSR.

1. Dr. Rejula P.K. 
2. Dr. Francis O.S. 
3. Dr. Anish Vishnu Nambudiri
4. Dr. Binu P.J. 
5. Dr. Shyamk. 

### Resolutions taken:

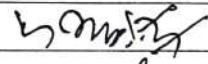




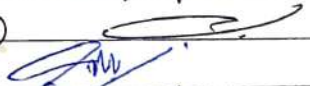
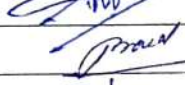
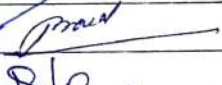





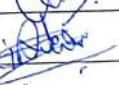



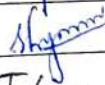

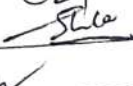
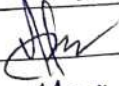




1. The entire staff were divided into 7 groups and given the charges of duty under the 7 criteria of SSR.
2. Decided to convene a meeting of all staff in the AM of 02 November 2018.

Minutes of the meeting of staff members of KMCWE in connection with the next round of NAAC accreditation, convened by IQAC on 02 November 2018, at Seminar Hall, 3.00 pm.

### Agenda:

1. Next round of NAAC accreditation
2. Duties and responsibilities as per the 7 criteria.
3. Any other matter of relevance.

### Members present:

1. Dr. Shyamrath.K 
2. Dr. Binu. P. J 
3. Dr. Girish Vishnu Nambodiri 
4. Vinoy Joseph (HISTORY) 
5. PRAMESH. A (POLITICAL SCIENCE) 
6. Anila V. (Arabic) 
7. Sneesh. P 
8. Prasad. S. B 
9. Shibu. P 
10. Nitheesh. V 
11. Ramakrishnan. K. O 
12. Navya. V. K 
13. SITHARA P. M 
14. Vineetha Vijayan N. 
15. Vineetha. P. Nair 
16. Preeshi. K 
17. Dr. Nisha Nambiar 
18. Ms Shyja K. P. 
19. Dr. Teresa Tincy T. G. 
20. Shilpa. A 
21. Afra. M. K 
22. Dr. Manjula. K. V 
23. Shinya. A 
24. Swapna. N 
25. Madhumathi. C 

26.	Dr. Sandhya P	<u>Shr</u>
27.	Surabhi AK	<u>Shr</u>
28.	Lijina V.	<u>Shr</u>
29.	SISHINA O.L	<u>Shr</u>
30.	Dr. A.V. Samritha	<u>Shr</u>
31.	Reya M	<u>Shr</u>
32.	Rehaya Sudhakar A.O.	<u>Shr</u>
33.	Savitha E	<u>Shr</u>
34.	R. Pranu O.P. IQAC coordinator	<u>Shr</u>

### Resolutions taken:



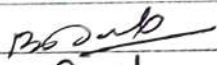



1. Criterion wise faculty division of duty was made.
  - a. Curricular Aspects - Dr. Vipin Chandra
  - b. Teaching Learning & Evaluation - Dr. Shobal Arned
  - c. Research, Innovation & Extension - Dr. Er. Pallavi
  - d. Infrastructure & Learning - Dr. Chirukola
  - e. SPP - Dr. Parthasarathy
  - f. Governance & Leadership: Dr. Shibu
  - g. Institutional Values: Dr. Shyamshree K.

Minutes of the IQAC Executive Committee meeting held on 14.11.18 at 3.30 pm in Principals' chamber.

Agenda:

1. Next round of NAAC accreditation
2. Any other relevant matter.

Members present:

1. Dr. Rajalakshmi P.K. 
2. Dr. Girish Vishnu Namboodiri 
3. Dr. Binu P.J. 
4. Dr. K.P. Vipin Chandran 
5. Dr. Francis O.S. 
6. Dr. Sheel Hanzeed.S. 

Resolution:

1. Decided to conduct the 2 day National Seminar on 12 & 13 of December 2018.
2. Decided to speed up the work of next accreditation.
3. Decided to invite Dr. N. Rajan of PNC to take a class on SSK.

Minutes of the IQAC executive meeting held on 07.12.2017.  
At 1.30 pm in IQAC room.

### Agenda:

1. Conducting National Seminar (conference) on Innovative Teaching Strategies through Techno-Pedagogical platform in Nov "En Exposition to the New Assessment and Accreditation Framework of NAAC in December 2018.
2. Next round of NAAC accreditation process.
3. Any other relevant matter.

### Members present:

- 1.
2. Dr. Francis D.S. (Coordinator) *Dr. Francis*
3. Dr. Binu P.J. *Dr. Binu*
4. Dr. Girish Vishnu Nambodari *Dr. Girish*

### Decisions:

1. Decided to conduct the national conference in December 2018.
2. Resolved to speed up NAAC related works.

Minutes of the IQAC meeting held on 22.11.2018 in connection with the seminar on a preparatory class on SSR preparation, handled by the expert, Dr. N. Sajam of SN College, Kannur on 22.11.2018 at 10.30 pm.

### Agenda:

1. SSR Preparation
2. Any other matter of relevance.

Members present: Resource: Dr. N. Sajam  
IQAC Co-ordinator  
SN College Kannur

1. Ganeshan V, Malayala Department
2. Dr. Gurin Vithun Namboodari (History)
3. Dr. Shahul Hammed. K
4. Mini. E-T, HA
5. Shyja. K. P. (Dept. of Eng)
6. Deepa K.K, Asst. Prof., Dept of English
7. SITHARA P.M, Dept. of English
8. Vineetha. P. Naie, Dept. of English
9. Rujed m (Dept. of Physics)
10. Dr. Ayshabi. P. Ic (Dept. of Physics)
11. VINEETHA VIJAYANIN, DEPT. OF ENGLISH
12. Nauya. V. K, Dept. of English
13. Surabhi A.K. Dept. of Chemistry
14. Dr. E.V. Fritham, Dept of English
15. APRA. M. K
16. Preeshi. K
17. roshini. G. K
18. Dr. Teresa Thuy. T. G.
19. Shilpa. A
20. Dr. Binu. P. J
21. L Sneesh. P
22. Shibu. P
23. DR. A.V. Samritha.
24. SISHINA. O. C
25. Lijina V.
26. Swapna PV
27. Dr. Samuel. P
27. Remya Sathya. A. O
28. Madhumathi. C.
29. Shiny. A

- 30 R. BINDUBALAN Arbitr
31. Dr. C. P. Senthil Arb
32. Dr. Shyamnath. K Arb. Jy
33. Dr. Francis O.S. Arb
34. Ramakrishnan. K. Arb
35. Dr. K. P. Vipin Chandan Arb

1 hour of the IQAC Executive Committee meeting held on 16.01.19 at Principal's chamber

Agenda: 1. Beautification of the campus  
2. Fund utilization.  
3. Plan Approval (beautification)

Members Present:

1. Dr. Rujula P.K. ~~Regal~~
2. Dr. Shahul Hameed K
3. Dr. Francis O.S. ~~Regal~~
4. Dr. Bines P.J. ~~Regal~~
5. Dr. Ginnu Vishnu Namboodiri ~~Regal~~
6. Dr. Shyamprath K. ~~Regal~~

Decisions:

1. Decided to approve the proposal for beautification of the campus
2. Decided to initiate activities as per the proposal of plan.

Minutes of the IQAC meeting held on  
31.01.2019 at 3.30 pm, principals chamber.

### Agenda:

1. Plan fund utilization
2. Beautification of the campus
3. Orientation class.

### Members present:

1. Dr E.V. Fathime
2. Dr. Francis D.S.
3. Dr. Shyamnath.K
4. Dr. Biju P.J
5. Dr. Girish Vignam Nambodri

### Decisions:

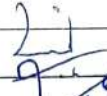

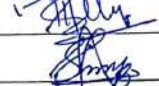
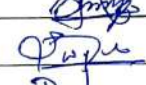


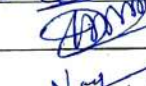
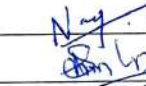
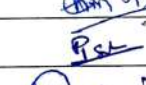



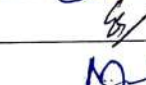

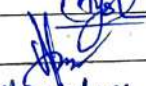
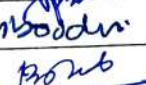
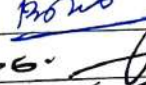
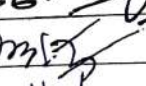


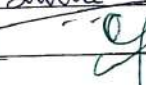
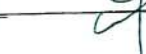
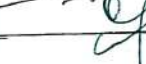


1. Decided to utilize the plan fund at the earliest.
2. Decided to conduct the orientation class at 11.30 am on 01.2.19.
3. Resolved to speed up the beautification work of the campus.

Minutes of the general meeting of all staff convened by the IQAC on 01-02-2019 at 11:30 am in a Seminar Hall.

## Agenda

1. Accreditation procedures.

## Members present:

1. Dr. Francis O.S. 
2. Dr. Joby Varghese 
2. Dr. Sadhya P 
4. Shriya. A 
5. Swarna. P 
6. Deepa K.K 
7. Vineetha Vijayan N. 
8. Shyja. K. P 
9. Vineetha P. Naia 
10. Preeshi. K 
11. Nalayana P 
12. Shubha. P 
13. Sabu P.J 
14. Lijina V. 
15. Dr. A.V. Samsitha. 
16. SISHINA .O.C 
17. Dr. Priya.V 
18. Dr. Teresa Tincy T.G. 
19. Saritha - E 
20. Manjusha. TV 
21. Dr. Ayeshabi. P.K 
22. AFRA. M.K 
23. Dr. Girish Vishnu Nambodiri 
24. Dr. Bina. P. J 
25. Ramakrishnan K.S. 
26. Dr. Shyamal K. 
27. Dr. C.P. Sankosh 
28. Dr. Shahid Ahmed 

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Minutes of the IQAC Executive Committee held on 15-03-2019 at the Principal's chamber.

Agenda: 1. Placement related matters

Resolutions: Members present:

1. Dr. Girish Vignay Nampooran *Girish*
2. Dr. Francis O.S. *Francis*
3. Dr. K. P. Vignay Chandran *Vignay*
4. Dr. C. P. Sandhya *CP*
5. Dr. Shyamnath K *Shyam*

Minutes of the meeting conducted for teachers of KMCWE related to CAS and Placement organized by IQAC on 26.04.2019 at 9.30 pm.

Agenda: Placement related matters.

Members present:

1. Dr. Rejitha P.A. Rejith
2. Dr. Girish Vishnu Nambodiri. History Girish
3. Dr. K.P. Vipin Chandro. Economics Vipin
4. Ramakrishnan - KCO - Mathematics Ram
5. Narayanan P (Puthupilleth) Nay
6. Mohammed Kamil M.P.P MSP
7. Dr. C.P. Santhosh San
8. Shibu P Shibu
9. Dr. Manjula K.V Manj
10. Afa. M.K Afa
11. Preeshika Preeshika
12. Lekha V Lekha
13. Dr. Priya V Priya
14. Dr. Sandhya P Sandhya
15. Dr. Savitha E Savitha
16. Dr. E.V. Fathima E.V. Fathima
17. Dr. Ayesha Bi. PK Ayesha
18. Dr. Shahul Hameed K Shahul
19. Dr. Francis O.S. Francis

Decisions:

1. Resolved to constitute a college level selection committee for the CAS and Placement.
2. Decided to appoint the following faculty in the Screening committee.
  1. Dr. Rejitha P.K (Principal) Dr. E.V. Fathima (Vice Principal) Dr. Shahul Hameed, Dr. Francis O.S, (IQAC coordinator,

Dr. C.P. Sankhosh, Dr. Girish Vishnu.

2. Decided to ask the faculty to submit all documents regarding CAS by 30th April.