



SREE NARAYANA GURU COLLEGE CHELANNUR

CHELANNUR, KOZHIKODE - 673 616, Tel. No: 0495 2260495

Affiliated to the University of Calicut & Accredited by NAAC at B⁺⁺ Level (CGPA 2.89)

MINUTES

A meeting of IQAC was held at 3:30 pm on 15/03/2018 in the IQAC room.

Agenda: 1. Review of the activities done by the various departments in 2017-18.

2. Decisions of Previous meeting (14-12-2017)

- a. To form Interdepartmental Quality Cell with all the department heads as members
- b. IQAC meeting to be held each month
- c. Discipline to be ensured
- d. Miss. Joobi V P to be appointed as Asst. coordinator in place of AthmaJayaprakash
- e. Committee for each criterion to be formed after having proper study

Members:

1. Mr. V R Sudheesh (Chairman)
 2. Ms. Jeothilaksmi S K (Coordinator)
- Members
3. Ms. Shini M. (Asst. Professor in Chemistry)
 4. Ms. Joobi V.P. (Asst. Professor in Commerce)
 5. Lt.Dr. SindhuKrishnadas T.(Asst. Professor in Economics)
 6. Mr. Sayooj Kumar K.P.(Asst. Professor in Economics)
 7. Dr. Santhosh C.R.(Asst. Professor in Sanskrit)
 8. Mr. Rajesh M.R.(Asst. Professor in Commerce)
 9. Mr. Vineesh K P(Asst. Professor in Mathematics)
 10. Ms. AthmaJayaprakash(Asst. Professor in Commerce)
 11. Ms. VandanaViswanath(Asst. Professor in English)
 12. Mr. Rejish MT(Asst. Professor in Commerce)
 13. Prof. M Suresh Babu (External Expert)
 14. Mr. PM Raveendran (Management Nominee)
 15. Junior Superintendent
 16. College Union Chairperson

Decisions:

The meeting decided to encourage all departments to conduct seminars in the golden jubilee year. It was decided to extend all possible help to conduct National Seminars by a few departments at least. The meeting

also decided to strengthen the activities of the clubs for the benefit of the students. It further decided to conduct internal examinations as per schedule.

Action Taken Report

a. As decided, all Heads were informed that an inter-departmental cell has been formed to share Quality benchmarks set and measures adopted to ensure them.

- b. It was found that convening IQAC meeting every month is a bit difficult
- c. All department heads and NCC and NSS are actively involved in ensuring discipline on the campus. Besides, the discipline committee is also taking good care.
- d. Ms. Joobi V P has started assisting the coordinator.
- e. Criterion committee conveners were nominated.
 - 1. Mr. Sayooj Kumar K.P. (**Criterion I – Curricular Aspects**)
 - 2. Ms. Ms. Jeothilaksmi S K (**Criterion II -Teaching-Learning and Evaluation**)
 - 3. Lt.Dr. SindhuKrishnadas T. (**Criterion III – Research, Innovations and Extension**)
 - 4. Dr. Santhosh C.R. (**Criterion IV – Infrastructure and Learning Resources**)
 - 5. Ms. Shini M. (**Criterion V - Student Support and Progression**)
 - 6. Mr. Rajesh M.R. (**Criterion VI –Governance, Leadership and Management**)
 - 7. Ms. Joobi V.P. (**Criterion VII – Institutional Values and Best Practices**)