



AL JAMIA ARTS & SCIENCE COLLEGE

POOPALAM, VALAMBUR (PO) PERINTHALMANNA 679325

(affiliated to university of calicut)

IOAC MEETING MINUTES

DATE : 20.12.2018

VENUE : PRINCIPAL'S CHAMBER

TIME : 11 AM

OBJECTIVES:

- Formulate strategies on all round development of college.
- Suggest measures for improvement
- Quality enhancement status

AGENDA:

- Planning academic achievements and performances.
- Extension activities at college level.
- Review of last meeting.
- Deciding centralised internal exam charges.
- Any other points with the permission of chair

Members:

- | | |
|-------------------------|--|
| 1. Riyas AP | Principal (chairman) |
| 2. Muhammed Riyas N | HoD, Department of commerce and management |
| 3. Sajna Mini | Department of Commerce and Management |
| 4. Anitha P | Secretary, Staff Council |
| 5. Hisham CK | Department of Computer science |
| 6. Riyas Babu | Department of Commerce and Management |
| 7. Nishath TK | Department of Psychology |
| 8. Abdul Ghani | Department of Geography |
| 9. Vinaya Chandran | Department of Malayalam |
| 10. Mrs. Resbin | HoD, Department of Psychology |
| 11. Usman C | Industry Person |
| 12. Umar.M | Local Community |
| 13. Shoukathali KV | PTA |
| 14. Dr.Abdussalam Ahmed | Academic Person |
| 15. Shahal | Alumni |

DECISIONS:

1. Decided to conduct orientation programme to first year students.
2. Anti-ragging and sexual harassment cell decided to conduct a session to the whole student in their batches.
3. Teachers are asked to timely submit the semester plan, monthly attendance, department meeting within fifth of every month.
4. Discussions based on the changes in internal examination and internal mark pattern.
5. Centralized examination charge is given to Mohammed Riyas.N Asst.Professor, Department of Commerce and Management.
6. Students' scholarship and free ship charge is assigned to Mr. Salih, Department of Computer Science.
7. Club coordinators were asked to submit the one-year plan for extension activities to be conducted outside the college.



For IQAC Coordinator



Principal
Principal

AL JAMIA ARTS & SCIENCE COLLEGE
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Perinthalmanna, Malappuram Dist.