



AL JAMIA ARTS & SCIENCE COLLEGE

POOPALAM, VALAMBUR (PO) PERINTHALMANNA 679325

(affiliated to university of calicut)

IQAC MEETING MINUTES

DATE: 06/06/2019

VENUE: A08

TIME: 3.PM

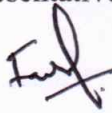
OBJECTIVES:

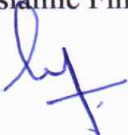
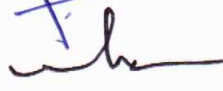
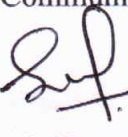
- To Plan about the accreditation activities
- Formulate strategies for all round development.
- Promote innovation method for teaching and learning.
- Suggest measures for improvement.

AGENDA

- ✓ Elect IQAC coordinator, members and club coordinators.
- ✓ Preparation of department level action plan.
- ✓ Discussion on academic calendar and preparation.
- ✓ Teachers' record distribution.
- ✓ Review on FDP in the college.
- ✓ Review on last minutes.
- ✓ Certificate courses and charges.
- ✓ Bridge course

Members:

- | | | |
|---------------------|--------------------------------------|--|
| 1. Riyas AP | Principal(chairman) |  |
| 2. Muhammed Riyas N | IQAC Coordinator |  |
| 3. Sajna Mini | Assistant coordinator | |
| 4. Mrs. Anitha | Secretary, Staff Council | PA  |
| 5. Mrs. Shameena | HoD, Department of English | |
| 6. Mr. A Abdussalam | Secretary, Management Representative | |
| 7. Mr. Farooq A | Management Representative |  |

8. Mr. Hisham CK	HoD, Department of Computer Science 
9. Mrs. Resbin	HoD, Department of Psychology 
10. Mrs. Nishath	HoD, Department of Life Science
11. Mr. Abdul Ghani	Department of Geography 
12. Mr: Hashima T	Department of Islamic Finance 
13. Usman C	Industry person 
14. Umar M	Local Community 
15. Shoukathali KV	PTA 
16. Dr.Abdussalam Ahmed	Academic Person 
17. Shahal	Alumni 

DECISIONS

- One year plan is to be submitted by all departments and club. The activities are to be monitored regularly.
- Mr. Muhammed Riyas. N appointed as IQAC coordinator.
- Academic calendar preparation charge is given to Mr. Abdul Ganny.
- Approved the last meeting minutes.
- Collected and analysed feedback on FDP
- Decided to submit necessary suggestions to the staff council.
- Abdul Musabir distributed teacher record and explained the recording system.
- Decided to finalize the **GANADOR 2018-19**



IQAC Coordinator

IQAC Coordinator
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 Poopalam, Valambur P.O, 679325
 Perinthalmanna, Malappuram Dist




Principal

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