

Minutes of the Internal Quality Assurance Cell (IQAC) held on 13th October, 2018 at 12.15 p.m. at the Conference room of the College.

Members present:-

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mrs. Neeta Khanolkar	Teaching Faculty
4. Mr. Ayyappan Iyer	Teaching Faculty
5. Mrs. Kirti Nakhare	Teaching Faculty
6. Mrs. Sushashini Iyengar	Teaching Faculty
7. Mr. P. Manoharan	Accountant
8. Mrs. Jayashree Mhatre	Senior Clerk
9. Ms. Shweta Mungekar	Student Member
10. Mr. Shivkumar Singh	Student Member (Alumni)

There being adequate quorum, the meeting commenced at 12.15 p.m.

1. Approval of Minutes of the earlier Meeting on 28th April 2018.

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Draft AQAR for 2017-18.

The Chairperson informed the members that NAAC team of the college has prepared the AQAR in the revised format for the year 2017-2018. The main highlights of the Draft AQAR for the year 2017-2018 were presented by the Co-ordinator. The Members gave valuable suggestion on some of the points of the AQAR and the after discussion the Draft AQAR for the year 2017-2018 was approved for submission.

3. **Preparation of Academic Audit.**

The Co-ordinator informed about the preparation of Academic Audit for the year 2018-19 which is initiated and the proposal to the University will be sent before end of March 2019.

4. **Contribution of the College to Society.**

Principal informed the members that the college has contributed to the social cause by contributing Rs. 97,770 to Chief Minister Disaster Relief Fund of Kerala for the flood victims. The College has also contributed voluntarily amount of Rs. 64,000 for Flag Day Fund for Sainik Welfare..

5. **Any other Matter**

The Members suggested the following for the improvement of the college

- i) Seminar & Workshops to be organized for development of the students
- ii) RUSA funding to be explored for eligible activities including infrastructure grants
- iii) Follow-up of the pending application with UGC for recognition under 2f 12B
- iv) Cleanliness ~~to~~ be improved in the college premises
- v) Ex-Students appearing for ATKT exams may be permitted use of library
- vi) Vocational courses such as Tally and Artificial Intelligence may be introduced to enhance the skills of students.

6. **Vote of Thanks**

The meeting concluded with Vote of Thanks to the Chair.

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IQAC Co-ordinator

Shesha
16/3/19.
Chairperson

Minutes of the Internal Quality Assurance Cell (IQAC) held on 16th March, 2019 at 12.15 p.m. at the Conference room of the College.

Members present:-

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|----------------------------|------------------|
| 1. Prin. Dr. Usha S. Iyer | Chairperson |
| 2. Mr. Vaibhav Banjan | Co-ordinator |
| 3. Mrs. Neeta Khanolkar | Teaching Faculty |
| 4. Mr. Ayyappan Iyer | Teaching Faculty |
| 5. Mrs. Kirti Nakhare | Teaching Faculty |
| 6. Mrs. Sushashini Iyengar | Teaching Faculty |
| 7. Mr. P. Manoharan | Accountant |
| 8. Ms. Shweta Mungekar | Student Member |

There being adequate quorum, the meeting commenced at 12.15 p.m.

1. Approval of Minutes of the earlier Meeting on 13th October 2018.

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Research and Linkage with Industry .

It was suggested that college should emphasize on research and strive to improve the collaboration with industry.

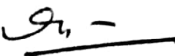
3. Any other Matter

The Members suggested the following for the improvement of the college

- Apply for RUSA Funding in eligible schemes
- Follow-up of the pending application with UGC for recognition under 2f 12B
- Tap funds for the college through CSR and Government schemes.

4. **Vote of Thanks**

The meeting concluded with Vote of Thanks to the Chair.



IQAC Co-ordinator