

## Minutes of IQAC meeting

Dte :04.10.2022

Time: 2pm

Venue: principal's office

### Agenda:

1. Village Adoption
2. Committee or club formation
3. Annual Academic Audit
4. Any other matters

### Participants:

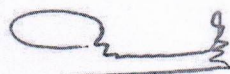
1. Dr. C V Thomas (Principal)
2. Mr. Sajid A M (IQAC Co-ordinator)
3. Prof. T V Jacob (HOD of Chemistry) TVJ
4. Prof. Elias N Paul (HOD Of Physics) E.N.P.
5. Mr. Harikanth S (HOD Of Commerce) Harikanth
6. Mrs. Saumya T S (HOD of Computer Science) Saumya
7. Mrs. Jills Abraham (HOD Of English) Jills
8. Mrs. Shameena K Muhammed (HOD of Economics) Shameena
9. Mrs. Meera M Nair (HOD of Business Administration) Meera
10. Mrs. Jyothy C Nair (HOD of bioscience) Jyothy
11. Mrs. Bindu K A (HOD of Statistics) Bindu
12. Mrs. Aneesa A Rahman (HOD of Electronics) Aneesa
13. Mr. Malik Dinar (online Coordinator) Malik
14. Mr. Shanavas P M Shanavas
15. Josseena Jose (Librarian) Josseena

The meeting of the IQAC was conducted on 04/10/2022 at 2pm in the Principal's office. The meeting started with a silent prayer. The following decisions were taken in the meeting.

1. Discuss the goals and objectives of the village adoption program and Develop a plan for selecting a village
2. Identify the need for new committees or clubs based on institutional requirements or student interest, Discuss the purpose and objectives of the proposed committee or club and decided to form  
Quiz club  
Debate and Oratory Club  
Literary club  
Nature club
3. Review the process for conducting the annual academic audit, Discuss the areas that will be covered in the audit (e.g., curriculum, teaching-learning process, evaluation, etc.) and Develop a timeline for completing the audit and preparing the report.
4. No other matters were discussed.

IQAC Coordinator  
04.10.2022



  
Principal  
PRINCIPAL  
Indira Gandhi College of Arts & Science  
Kothamangalam

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RAMAKRI  
SHNAN

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## Minutes of IQAC meeting

Dte:12.01.2023

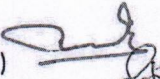


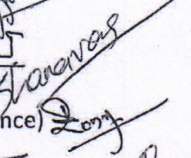
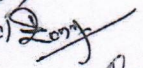

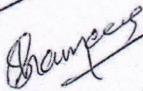

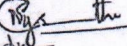


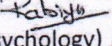
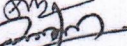
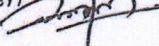
Time: 10am

Venue: principal's office

### Agenda:

1. Academic plan
2. Revision and peer teaching for result improvement
3. green and environment audit
4. Any other matters

### Participants:


1. Dr. C V Thomas (Principal) 
2. Mr. Sajid A M (iQAC Co-ordinator) 
3. Prof. T V Jacob (HOD of Chemistry) 
4. Mr. Shanavas P M (HOD Of Commerce) 
5. Mrs. Saumya T S (HOD of Computer Science) 
6. Mr. Ansari K P ( HOD Of English) 
7. Mrs. Shameena K Muhammed (HOD of Economics) 
8. Mrs. Meera M Nair (HOD of Business Administration) 
9. Mrs. Jyothy C Nair (HOD of bioscience) 
10. Mrs. Bindu K A (HOD of Statistics) 
11. Mrs.Aneesa A Rahman(HOD of Electronics) 
12. Mr.Rabiya (HOD of Zoology) 
13. Mr. sreeranjini P S (HOD of Psychology) 
14. Mr. Malik Dinar ( online Coordinator) 

The meeting of the IQAC was conducted on 12/01/2023 at 10am in the Principal's office. The meeting started with a silent prayer. The following decisions were taken in the meeting.

1. Discussion on the current academic plan and its effectiveness, Review of student learning outcomes and course curriculum alignment and Brainstorming on strategies to enhance the academic plan for the upcoming year.
2. Analysis of recent student performance data, Discussion on strategies for revision techniques and peer teaching initiatives.
3. Discussion on areas for improvement in sustainability and waste management, Brainstorming on initiatives to promote a greener campus environment, Decided to Conduct a comprehensive green and environment audit of the institution.
4. No other matters were discussed.

IQAC Coordinator  
12.01.2023



  
Principal  
PRINCIPAL  
Indira Gandhi College of Arts & Science  
Kothamangalam

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RAMAKRISHNAN  
SHNAN

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## Minutes of IQAC meeting

Dte:07.03.2023

Time: 11am

Venue: principal's office

### Agenda:

1. IIC registration
2. New Lab for Food Tech dept.
3. Academic Plan for 23-24
4. Ground and football court
5. Any other matters

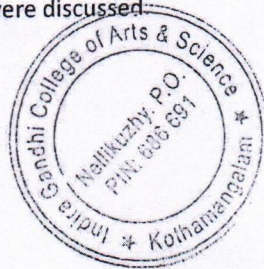
### Participants:

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4. Mr. Harikanth S (HOD Of Commerce)
5. Mrs. Saumya T S (HOD of Computer Science) *Saumya*
6. Mrs. Shameena K Muhammed (HOD of Economics) *Shameena*
7. Mrs. Meera M Nair (HOD of Business Administration) *Meera*
8. Mrs. Jyothy C Nair (HOD of bioscience) *Jyothy*
9. Mrs. Bindu K A (HOD of Statistics) *Bindu*
10. Mrs.Aneesa A Rahman(HOD of Electronics) *Aneesa*
11. Mrs. Rabiya (HOD of Zoology) *Rabiya*
12. Mrs. Sreerenjini P S (HOD of Psychology) *Sreerenjini*
13. Mr. Malik Dinar ( online Coordinator)
14. Mr. Shanavas P M *Shanavas*

The meeting of the IQAC was conducted on 07/03/2023 at 11am in the Principal's office. The meeting started with a silent prayer. The following decisions were taken in the meeting.

1. Discuss the benefits of IIC registration for the institution, Review the registration process and requirements and Decide on a course of action for registration.
2. Review the need for a new food technology lab, Discuss the proposed budget and timeline for construction and Decide on the next steps for establishing the new lab.
3. Review the progress of the academic plan for the current academic year, Discuss any challenges or areas for improvement and Make adjustments to the plan as needed.
4. Discuss the feasibility of constructing a ground floor football court, Consider potential locations and costs and Decide on the next steps for moving forward with the project.
5. No other matters were discussed.

IQAC Coordinator  
07.03.2023



*[Signature]*  
Principal  
PRINCIPAL  
Indira Gandhi College of Arts & Science  
Kothamangalam