



ASSABAH ARTS AND SCIENCE COLLEGE, VALAYAMKULAM

(Affiliated to University of Calicut, Recognised by Govt. of Kerala,

Run by Assabah Association Trust)

Phone : 0494 654 333

www.assabahasc.org.in assabahasc@gmail.com

MINUTES OF IQAC MEETING

2019-2020

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Ref;- ASC/IQAC/MM001/2019-2020

Dated ; 10-09-2019

MINUTES OF IQAC MEETING

September 2019

Time: 10.30am

Venue : Principal's Chamber

As per the directions from the College Council, the Principal had constituted the IQAC team. The following members attended the first IQAC meeting held on September 10, 2019:

IQAC Members:-

1. Prof. VK Aboobacker - Chairman (Principal, Assabah Arts and Science College)
2. Mr. Mohammed Unni Haji - Management Representative (General Secretary, Assabah College Management)
3. Mr. Baiju MK - Coordinator (Vice Principal)
4. Mrs. Sushama K (Head, Department of Mathematics)
5. Mr. Praveen KU (Head, Department of Malayalam)
6. Mr. Hari Krishnan K (Head, Department of English)
7. Mrs. Smitha M (Head, Department of Commerce and Management Studies)
8. Mrs. Safira EM (Head, Department of Computer science and application)
9. Prof. Sasidharan TV (Head, Department of Chemistry)
10. Mr. Subin KS (Physical Education Director)
11. Ms. Bincy CM (Assistant professor, Department of Physics)
12. Ms. Prathibha T (Head, Department of Food Technology)
13. Mrs. Rufida (Head, Department of Geology)
14. Nisar ahamed (Alumni Representative)
15. Mr. Kunjibappu (Office Superintendent)

16. Mr.PK Abdullakutty (PTA Vice President)

17. Mr. Mohammed Ahras (Student Representative)

Agenda: -

1. To conduct of Faculty Development Programme.
2. To conduct of NAAC Orientation Programme.
3. Formation of NAAC Ad hoc Committee.
4. Discussion on the existing quality initiatives and practices in the college.

Discussions and Resolutions:-

1. The Principal, Prof. VK Aboobacker Welcomed the members and gave a briefing of the above mentioned agenda.
2. Preparation and approval of IQAC composition as per the UGC Regulations.
3. Organize a Faculty Development Program focused on enhancing the current teaching-learning initiatives.
4. The following resource persons have been suggested for the FDP:
 1. Arun Karippal
 2. V. Radhakrishnan Nair
 3. Asha V.
5. Following a thorough discussion among members, the NAAC Ad hoc Committee Members have been appointed as follows:
 1. Mr. Baiju.MK (Vice Principal, Assabah Arts and Science College)
 2. Mrs. Safira EM (Head, Department of Computer Science and Application)
6. Meeting resolved to organise a NAAC Orientation Programme very near month of this academic year.
7. It was decided to authorise the NAAC ad hoc Committee to identify and verify the current quality initiatives in the college.
8. Meeting ended with the vote of thanks by Mr. Baiju MK (Vice Principal, Assabah Arts and Science College)

IQAC

Principal

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Ref:- ASC/IQAC/MM002/2019-2020

Dated ; 02-12-2019

MINUTES OF IQAC MEETING

December 2019

Time: 1.30pm

Venue : Principal's chamber

The following members attended the IQAC meeting held on December 02, 2019:

IQAC Members:-

1. Prof. VK Aboobacker - Chairman (Principal, Assabah Arts and Science College)
2. Mr. Mohammed Unni Haji - Management Representative (General Secretary, Assabah College Management)
3. Mr. Baiju MK - Coordinator (Vice Principal)
4. Mrs. Sushama K (Head, Department of Mathematics)
5. Mr. Praveen KU (Head, Department of Malayalam)
6. Mr. Harikrishnan K (Head, Department of English)
7. Mrs. Smitha M (Head, Department of Commerce and Management Studies)
8. Mrs. Safira EM (Head, Department of Computer science and application)
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10. Mr. Subin KS (Physical Education Director)
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13. Mrs. Rufida (Head, Department of Geology)
14. Nisar ahamed (Alumni Representative)
15. Mr. Kunjibappu (Office Superintendent)

16. Mr.PK Abdullakutty (PTA Vice President)

17. Mr. Mohammed Ahras (Student Representative)

Agenda: -

1. Approval of the minutes of previous meeting.
2. To conduct of NAAC orientation programme
3. Discussion for a Code of conduct regarding the department programmes.
4. Discussions for Code of conduct for Union Activities.
5. Discussions for constituting new IQAC Team

Discussions and Resolutions:-

1. The Principal, Prof. VK Aboobacker Welcomed the members and gave a briefing of the above mentioned agenda.
2. As per the resolution made in the previous meeting it has been decided to conduct a one day NAAC orientation Programme for faculty members on 11-12-2020 with Mr. Limseer Ali (Assit. Prof. Departement of Politics, MES Ponnani College, Ponnani) as the resource person.
3. According to the NAAC Ad hoc committee recommendations all the department programmes should be monitored by the IQAC.
4. And also the meeting resolved to direct the union members that all the programmes under Union should follow the IQAC regulations.
5. Meeting resolved to constitute a new IQAC team as per the UGC norms.
6. Meeting ended with the vote of thanks by Mr. Baiju MK

IQAC

Principal

