

Minutes of the joint meeting of IQAC and NAAC Criteria Coordinators held at 3 PM on 21 February 2019.

Agenda

1. Welcome : Dr.Ibrahim Cholakkal(Co-Ordinator)
2. Presidential address: Dr. Ayoob C.P (Principal &Chairperson of IQAC)
3. Alumni Awards -2019
4. AQAR 2018-19
5. RAR2019
6. AOB

Members Present

1. Dr. Ayoob C.P
2. Prof. MuhammedNajeeb P.M
3. Dr. Zacaria T.V
4. Dr. IbrahimCholakkal
5. Dr. Abdul Muneer.V
6. Mr. MuthukoyaThangal .P
7. Mr. Abdul Latheef K M
8. Mr. Roy P.P
9. Dr. Shiji Thomas
10. Mr. AboobackerSideeque. K
11. Mr. Abdul Jaleel M

Apology:

1. Dr. Mohammed Haneefa.P
2. Dr. Mashoor.K
3. Mr. Abdurazaque.P.M
4. Ms. Houlath.K
5. Dr. Afsal.P.C
6. Mr. K.T. Firoz
7. Mr. Riyad.A.M
8. Dr. Krishnakumar.T
9. Mr. Askarali.A

The meeting resolved the following:

Agenda 3:

- 3.1 To raise the number of alumni awards from nine to ten by splitting the Best Teacher Award to two separate awards as ; Best Teacher Award(Higher Education) and Best Teacher Award (General Education). IQAC shall continue to hold the final authority in the selection process.

Proposed Alumni Awards

Sl No	Name of the Award
1.	Best Alumni Chapter Award
2.	Best Entrepreneur Award
3.	Best Teacher Award (Higher Education)

4.	Best Teacher Award (General Education)
5.	Best Researcher Award
6.	Best Sportsperson Award
7.	Best Artist Award
8.	Best Professional Award
9.	Best Trainer Award
10.	Best Social Worker

3.2 To constitute a sub-committee to manage the process of selection and the conduct of Alumni Award Ceremony with the following members

1. Dr. Abdul Muneer V (Convener)
2. Ms. Houlath K
3. Mr. Aboobacker Sideeque.K
4. Abdul Jaleel M
5. Dr. Afsal P.C

3.3 The nominations for the awards shall come through the departments. However, alumni chapters and members can also put forward the nominations. Such nominations should properly be channelized through the departments concerned.

3.4 To distribute Alumni Awards in a professional manner preferably in the last week of March 2019. The tentative date is 26/03/2019.

3.5 The last date for submitting nominations for awards is 15th March 2019 and the final selection will be made on 18th March 2019.

Agenda 4:

- 4 To start the preparation works of Re-Accreditation Report (RAR) for Cycle 3 scheduled to be held in the year 2019-20

Agenda 5:

- 5 To constitute separate committees for each criterion for the purpose of enhancing institutional score from each key indicators; whereas following faculty members shall act as the Chairman/Co-ordinator of these committees. The members shall be nominated by the Principal in consultation with the Chairman/coordinator of respective committees on or before 25th February 2019. The chairmen and coordinators of the seven criteria shall meet the Principal at the earliest for the timely completion of nominations.

Sl. No	Criteria	Chairman	Coordinator	Maximum Score*
1	Curricular Aspects	Dr. Abdul Muneer V	Dr. Afsal P.C	100
2	Teaching –Learning - Evaluation	Mr. Abdurasaque.P.M,	Mr. Abdul Jaleel	350
3	ResearchInnovation and Extension	Dr. Krishna Kumar.T,	Dr. Mashoor K	120
4	Infrastructure and Learning Resources	Mr. Askarali.A	Ms. Houlath K	100
5	Student Support and Progression	Ms. Jamsheela O	Firoz K.T	130
6	Governance, Leadership and Management	Dr. Shasudheen E	Mr. Aboobacker Siddeeq.K	100

7	Institutional Values and Best Practices	Dr. Muhammed Haneefa.P	Lt. Abdul Rasheed P	100
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*<http://www.naac.gov.in/resources/publications/manuals>

Meeting concluded at 4.30 PM

Prepared by:
Dr.Ibrahim cholakkal
IQAC Coordinator

Approved by:
Dr.Ayoob CP,
Principal

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