

IQAC MEETING MINUTES

Meeting held on 11-07-2022

15

INTERNAL QUALITY ASSUARANCE CELL (IQAC)
GURUDEV ARTS & SCIENCE COLLEGE, MATHIL

IQAC Meeting held at 3:00 PM on 11/07/2022
at IQAC Room, Gurudev Arts & Science College

AGENDA

x Various academic matters

MEMBERS PRESENT

1. Dr P C Sreenivas
2. Fr. Samuel Pathyapada
3. Vinod Kumar P.
4. Santhosh. B. U
5. Anush. K
6. Prayesh. K
7. Vaishali. V V
8. Sumi Thomas
9. KM. Rajesh
10. Menduli. A
11. Madhu Boodanan. M.
12. Suresh. K

Soumya. C. K (IQAC coordinator)

MINUTES


The meeting was chaired by the Principal and discussed various academic matters as the new Academic year started. Discussed ~~about~~ on strengthening the Mentoring, Remedial classes, various club programmes and department programmes. IQAC coordinator suggested to record the documentation in a prescribed format. Discussed ~~about~~ the possibility of landscaping the campus.

DECISIONS

- Decided to take measures to strengthen the mentoring, Remedial classes, various club programmes etc.
- Decided to convene department wise Alumni and PTA meeting
- Decided to file the documentation in a prescribed format.
- Decided to landscape the campus and other necessary infrastructure development.

ACTION TAKEN

- Convened department wise Alumni & PTA meetings
- A prescribed format ~~was~~ has implemented to document the files.


 IQAC Coordinator
 Faculty of Science
 College
 Marhul (O.), 67C, 401

Meeting held on 17-08-2022

AT

INTERNAL QUALITY ASSURANCE CELL (IQAC)

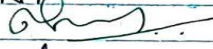


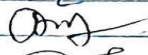
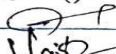

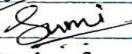
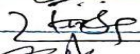




GURUDEV ARTS & SCIENCE COLLEGE


IQAC Meeting held at 2.30 PM ON 17/08/2022
at IQAC Room, Gurudev Arts & Science College.

AGENDA

- * NAAC visit preparations
- * Forming a Anti Narcotic club.

MEMBERS PRESENT

1. Dr. P.C. Sreenivas 
2. Fr. Samuel Puthupady 
3. Vinod Kumar P 
4. Anurag. K 
5. Priyesh. K 
6. Vaishali. KV 
7. Suni Thomas  (For Thrj II)
8. Santhosh. K. U 
9. KM. Rajesh 
10. Mendali - A 
11. Madhusoodanan. M 
12. SCINVEST K 

Sounya C.K (coordinator) 

MINUTES

The Meeting was started at 2.30 P.M. ~~am~~
 The IQAC Coordinator indicated the need for the urgent preparations for NAAC visit. The Principal suggested to about forming an Anti Narcotic club in the campus.


DECISIONS

Decided to start preparations for NAAC visit
 Decided to form various committees as the part of NAAC visit.
 Decided to constitute an Anti Narcotic club.

ACTION TAKEN

Different committees have formed and duties have been assigned to ~~various~~ teachers and students.

Formed a Anti-Narcotic club. Mr. Sumesh-K is appointed as coordinator.


 IQAC Coordinator
 Sri Sathya Sai Institute of Higher Education
 Bangalore
 Karnataka (India), 560029

Meeting held on 20-10-2022

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







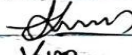


INTERNAL QUALITY ASSURANCE CELL (IQAC)
GURUDEV ARTS & SCIENCE COLLEGE

- IQAC meeting held at 1:00 P.M on 20/10/2022
at IQAC Room, Gurudev Arts & Science College,
Mathil.

AGENDA

- * Organizing arts & science exhibition.
- * Felicitation on the recent NAAC accreditation.

MEMBERS PRESENT

1. Dr P. Greenias. 
2. Fr. Samuel Puthupady 
3. Mndula. A 
4. Prayesh. K 
5. V. Rajna 
6. Ganithas. S. V 
7. Annibrosheem. R.K. 
8. RAJESH.K.M 
9. Rajalokshmi K. 
10. Reshna K. 
11. Lijo Joseph 
12. Nitbha.K.V 
13. Gourya. C.K. 

MINUTES


The meeting started at 1:00 P.M. The principal presided the meeting. He congratulated the IARC members on the recent NAAC accreditation with B++ Grade. He suggested ~~that~~ to have an exhibition for the highschool students of the locality.

DECISIONS

- * Decided to organize an exhibition for the highschool students of local area.
- * AAA Report of the academic year was presented and discussed, - decided to present in the course

ACTION TAKEN

- * Organized Arts and Science exhibitions for School students of the local area.


 IGAC CO-ordinator
 Dept. of Arts and Science
 College
 Mathil (P.O.), 676 207

Meeting held on 12-01-2023

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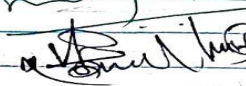








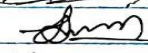


INTERNAL QUALITY ASSURANCE CELL (IQAC)
GURUDEV ARTS & SCIENCE COLLEGE

IQAC meeting held at 10.30. A.M. on 12/01/2023
at Principals chamber, Gurudev Arts & Science
College, Mathil.

AGENDA

- * Organizing national seminar series.

MEMBERS PRESENT

1. Dr DC Green. 
2. Fr. Samuel Puthappady 
3. Madula A 
4. Prayesh. K 
5. V. Rajna 
6. Sasikrish. S. U 
7. Anni Krishnan. R.K. 
8. RAJESH. K.M 
9. Rajalakshmi K. 
10. Reshma K. 
11. Lijo Joseph 
12. Nithya. K.U 
13. Soumya. C.K. 

MINUTES


The meeting started at 10.30. A.M. The principal presided the meeting. Discussed about ~~the~~ organizing national seminar series.

DECISIONS

- * Decided to organize national seminar series in March 2023.

ACTION TAKEN

- * Organized national seminar series from 07/03/2023 to 14/03/2023. 5 national seminars by 5 PG departments on various topics were organized.


IGAC Co-ordinator
Kannada Post Graduate College
Mithal (o.), 67C, 107

Meeting held on 17-03-2023






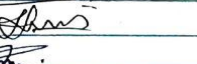



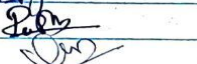

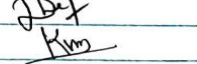
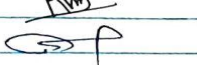
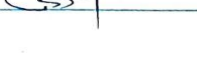


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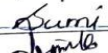


INTERNAL QUALITY ASSURANCE CELL (IQAC)
GURUDEV ARTS & SCIENCE COLLEGE, MATHIL
IQAC meeting held at 3.00 P.M. on 17/03/2023
at IQAC room, Gurudev Arts & Science College.

AGENDA

- * Seeking annual report from all departments committees and clubs.
- * Analysis of the academic year 2022-23.

MEMBERS PRESENT:

1. Dr PC Greenius 
2. Fr. Samuel Puthupedy 
3. Fr. Chacko. Chelamparasaram 
4. Vinodkumar. G 
5. Pennya. C.K. 
6. Mridula. A 
7. Lijo Joseph 
8. V. Rajna 
9. Pimpa. K. V 
10. Rabma K 
11. Arya C 
12. Rajesh. K. M 
13. Unnikrishnan. R.K. 
14. Dharanya Krishnan 
15. Nithya. K. U 
16. Priyesh. K 

- | | | |
|-----|----------------|---|
| 17. | Anupama. V.V |  |
| 18. | Rajalakshmi K. |  |
| 20. | Lincy Thomas. |  |
| 21 | Sujna K.C |  |
| 22- | Geumya. C.K. |  |

MINUTES


The meeting was started at 3.00 P.M. The principal presided the meeting. A detailed analysis of the academic year has been done by the members. Feedback from members were collected.

DECISIONS

Decided to seek annual report from all the departments, committees and clubs.

ACTION TAKEN

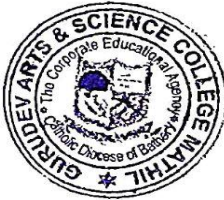
Annual reports were submitted to IQAC.
Feedback analysis report and action taken report was prepared and submitted.



 IQAC Co-ordinator
 College
 Mathil (P.O.), 676 307

GURUDEV ARTS AND SCIENCE COLLEGE, MATHIL
INTERNAL QUALITY ASSURANCE CELL
FEEDBACK ANALYSIS AND ACTION TAKEN REPORT
2022-2023

The data was collected and analyzed by IQAC. In general, positive feedback was received as all the stakeholders expressed satisfaction with the academic process and system. The relevant suggestions were listed out by IQAC. The summary of the feedback was submitted to governing council and analysis of the feedback was done in the governing council meeting. The action taken report was submitted to and approved by Governing Council.

Date	Feedback Analysis	Action Taken Report
11-07-2022	<ul style="list-style-type: none"> Suggested to implement prescribed format to document files Suggested to landscape the campus. Suggested to conduct Department wise PTA and Alumni meetings. 	<ul style="list-style-type: none"> Convened department wise Alumni and PTA meeting. A prescribed format has been implemented to document the files.
17-08-2022	<ul style="list-style-type: none"> Suggested to form various committees as the part of imminent NAAC visit. Suggested to form an Anti Narcotic Club. 	<ul style="list-style-type: none"> Different committees have formed and duties have been assigned to teachers and students. Formed an anti Narcotic Club. Mr. Sumesh K is appointed as Coordinator.
20-10-2022	<ul style="list-style-type: none"> Teachers suggested to organize an exhibition for high school students of local area 	<ul style="list-style-type: none"> IQAC organized Arts and Science Exhibition for school students of the local area.
12-01-2023	<ul style="list-style-type: none"> Suggested to organize national Seminar series 	<ul style="list-style-type: none"> IQAC Organized National Seminar series from 07-03-2023 to 14-03-2023
17-03-2023	<ul style="list-style-type: none"> Suggested to seek Annual report from all the departments, Committees and Clubs. 	<ul style="list-style-type: none"> Annual reports from all the departments, Committees and clubs were collected. Feedback analysis and Action taken Report was prepared and submitted




 PRINCIPAL
 GURUDEV ARTS & SCIENCE COLLEGE
 MATHIL, KANNUR DIST.

COUNCIL MEETING -2

Minutes of Recurring Council Meeting
held on 27-06-2023 Tuesday at 3.00 PM

Agenda: - 1. Academic matters.

2. ~~Other matters~~
3. Analysis of feed back of SSC

Members Present:

- | | |
|-----------------------|--|
| 1 Dr PC Greenivas. | |
| 2 Vinod Kumar P | |
| 3 Hrudula. A | |
| 4 Pournya. C.K. | |
| 5 V. Rajee | |
| 6 Sindhu. P.K | |
| 7 Aweetha | |
| 8 Prayesh. K | |
| 9 Rajalakshmi K | |
| 10 Niji. C | |
| 11. Dharanya Krishnan | |
| 12. Babitha. N.S. | |
| 13. Lijo Joseph | |
| 14 Sajana. K.C | |
| 15. Anupama. V.V | |
| 16. Reshma K. | |
| 17 SHARVA GOVINDAN | |
| 18. Bindu. K.V | |
| 19 Banthob. K.U | |

Decisions: -

1. Monthly Checklist to be maintained by all HoDs in an effective manner. Details - regarding portions covered, test paper conducted etc. can be marked in note books provided.
2. Monthly test papers are to be conducted.

for all subjects and marklists to be submitted to principal by concerned class teachers at end of each month.

3. For conducting test-papers not books can be used instead of papers.

4. Tutorial meetings to be conducted monthly.

5. Mentoring should be done weekly, on all weekdays after class timings.

6. Syllabus portions to be completed in advance and remedial and revision classes to be conducted one month prior to university exams.

7. Classroom activities such as seminars, assignments, debates etc. to be strengthened and smart class rooms to be used in effective manner.

8. Late comers register to be maintained in each Department.

9. Teacher and students are not allowed to use mobile phones in classrooms and examination halls.

10. Teachers should be the role models to students in every aspects:

11. The feedback of IQAC were analysed and necessary suggestions were suggested.

Minutes of Accounting Council Meeting
held on 20-08-2023 Thursday at
12:40 Pm.

Agenda:- 1. Academic matters.

2. Other matters
3. Progress report of activities taken report of IQAC

Members Present:

1. Dr P.C. Sreenivas
2. Fr. Samuel Puthupaday
3. Vinodkumar P
4. Soumya C.K.
5. Mondula A
6. Beena P.P
7. Rimda K.V
8. SHAGNA GAVINDAN
9. gbasikr55.15.c
10. Dharanya Krishnan
11. V. Rajne
12. Sajina K.K
13. Anupama V.V
14. Niji C
15. Swetha
16. Dr. Mary Rinsu P.
17. Prayesh K
18. Lijo Joseph
19. Reshma K

Decisions:-

1. Vth Sem model exams to be conducted from 20/9/23. Partions to be completed by September 10th. Revision classes to be conducted from 10-09-23 to 20-9-23. Vth Sem. class P.T.A meetings to be conducted before 20-9-23. HoDs should submit the details of Vth Sem partions covered to the Principal

2. 1st Sem Terminal exams to be conducted on 13th, 14th and 15th September.
3. Question Paper for terminal exams to be forwarded to concerned mail id on or before 05-09-2023.
4. Bridge Course for first year students to be conducted on 11th and 12th September. Special Timetable will be given.
5. Seminar Proceedings to be published before 15th September.
6. Online Journal to be published on or before 29-09-23.
7. Departments should take initiative to organise best practices.
8. Our College has made collaboration with Pappann College.
 - a. The Squad must check the usage of mobile phone in classrooms once in a month.
 - b. Teachers day will be celebrated on 07-09-23.
 11. Teachers should be role models in every aspect and must be serious in classroom activities.
 12. Sneh N.M. is assigned as HOD of Travel and Tourism Department.
 13. The action taken report of feed back suggested by the IQPC was approved by the Governing Council.