

INTERNAL QUALITY ASSURANCE CELL (IQAC)

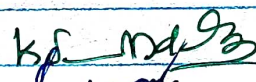
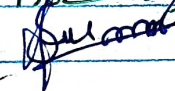

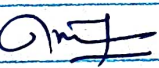
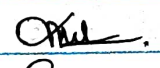
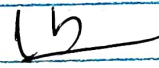

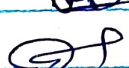
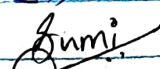

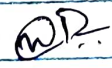


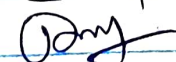
GURUDEV ARTS & SCIENCE COLLEGE

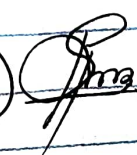
IQAC Meeting at 3:00 P.M, on 03/09/2019, at Room. No. F3, Gurudev Arts & Science college

AGENDA :

1. Documentation of all events in college.
2. Discuss important files to be maintained in each department.
3. Future plans of IQAC.

MEMBERS PRESENT :

1. Dr. K.T. Ravindran 
2. Fr. Shibus.P. James. 
3. SURESH.K 
4. Madhusoodanan.m 
5. Mridula A 
6. Vinod Kumar P 
7. RAJESH.K.M 
8. Prayesh.K 
9. Sumi Thomas 
10. Dhasakura 
11. N.V. Wandu 
12. Mohan Kumar MP 
13. Banthosh.K.U. 
14. Anesh.K 

Sourya - C.K (IQC Coordinator) 

MINUTES :

The meeting started at 3:00-P.M. The minutes of the previous meeting was read, confirmed and recorded. IQAC coordinator explained the necessity of having proper documentation. She sought the support and cooperation of all members in enhancing the total quality improvement of the college.

DECISIONS :

The following points were discussed in the meeting:

1. Decided to document all the events of the college in a proper manner.
2. Decided to maintain all the necessary files in each department, that would help the accreditation process.
3. Decided to conduct an internal audit by the IQAC in each department.

ACTION TAKEN

1. A list of basic files to be maintained by every department was prepared by IQAC and was given to all departments.
2. An Internal audit was done by IQAC in each department and sought their suggestions and feedback for the quality improvement of the institution.