

INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 21-03-2023

The meeting was held on **21-03-2023** at 10:30AM at the Principal's office. It was chaired by the Principal and **attended by the following members** of the IQAC:

1. Ashraf KK (Principal, Chairperson)
2. Dr Arunlal K (Co-ordinator IQAC)
3. Dr Sunitha Srinivas C (HoD English)
4. Sajeesh Kumar VK (NAAC Coordinator)
5. Nisar K (HoD Oriental Languages)
6. Safer VM (HoD History)
7. Mahesh PB (HoD Commerce)
8. Dr Dinesh MP (PTA Secretary)

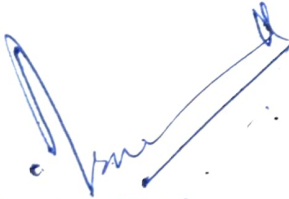
Special Invitee:

1. Shafeeq K (HoD Physical Education)
2. Lineesh Kumar (Librarian)

The following decisions were taken by the IQAC:

1. Preparation and submission of AQAR/SSR to be done.
2. Faculty to submit the Dept. profiles, club/cell reports and ensure proper documentation of details. Reports to be completed.
3. Action plan for the next academic period to be discussed at department level and charted out.
4. Library Advisory Committee to be constituted.
5. NAAC work to be completed by departments

Sd/-
Coordinator, IQAC



Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 11-07-2023

The meeting was held on 11.7.2023 at 12:30PM at the Principal's office. It was chaired by the Principal and **attended by the following members** of the IQAC:

1. Ashraf KK (Principal, Chairperson)
2. Dr. K. Arunlal , Co-ordinator
3. Dr Santhosh PK (HoD Mathematics)
4. Dr Sunitha Srinivas C (HoD English)
5. Sajeesh Kumar VK (NAAC Co-ordinator)
6. Mahesh PB (HoD Commerce)
7. Dr Dinesh MP (HoD Economics)
8. Safeer VM (HoD History)
9. Dr. Liyaqat Ali (HoD Oriental Languages)
10. Office Supt.

The following decisions were taken by the IQAC:

- Research oriented interdisciplinary initiatives to be executed at department level.
- Implement the action plan prepared by the IQAC
- Submission of proposals and utilization of funds for infrastructure and academic development
- Faculty development initiatives to be ensured at department level.
- Resolved to conduct internals and display the result on College notice board.
- Office staff to be deputed for training programmes.
- Resolved to upgrade IT facilities. Proposals to be submitted for the same.
- Resolved to conduct Career Counseling classes for students
- Social outreach activities to be enhanced through NSS/CoK, clubs and Dept. activities
- Funds to be mobilized to upgrade and maintain institutional facilities.
- HoDs and the constituted Admission committee to monitor admissions at the department level

Sd/-
Coordinator, IQAC



Chairperson, IQAC

INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 15-12-2023

The meeting was held on 15.12.2023 at 7:30pm online. It was chaired by the Principal and **attended by the following:**

1. Ashraf Koyilothan Kandiyil (Principal, Chairperson)
2. Dr. K. Arunlal, Co-ordinator
3. Dr Santhosh PK (HoD Mathematics)
4. Dr Sunitha Srinivas C (HoD English)
5. Sajeesh Kumar VK (NAAC Co-ordinator)
6. Mahesh PB (HoD Commerce)
7. Dr Dinesh MP (HoD Economics)
8. Safer VM (HoD History)
9. Dr Liyaqath Ali (HoD Oriental Languages)
10. Office Supt.

The following decisions were taken by the IQAC:

- NAAC AQAR to be submitted.
- SSR preparation to begin
- Departments to ensure classes are completed as per the academic calendar.
- Internal exams to be completed and internal marks put up for clearing grievances.

Sd/-
Coordinator, IQAC



Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 5-10-2022

The meeting was held on 5.10.2022 at 10:30AM at the Principal's office. It was chaired by the Principal and **attended by the following members** of the IQAC:

- 1 Ashraf KK (Principal, Chairperson)
- 2 Dr Arunlal K (Co-ordinator IQAC)
3. Dr Sunitha Srinivas C (HoD English)
4. Sajeesh Kumar VK (NAAC Coordinator)
5. Nisar K (HoD Oriental Languages)
6. Safer VM (HoD History)
7. Mahesh PB (HoD Commerce)
8. Sugisha (HoD Maths)

Agenda:

1. Internal examination.
2. Student mentoring.

The following decisions were taken by the IQAC:

1. Class PTAs to be conducted in all departments and the parents to be intimated of NAAC accreditation and visit
2. Internal exams to be conducted and marks published for grievance redressal
3. College website to be updated with details of recent activities
4. All departments to utilize funds before December vacation.
5. Student attendance to be monitored by tutors
6. Coordinators to ensure effective implementation of Govt. initiatives.

Sd/-
Coordinator, IQAC

Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 12-07-2022

The meeting was held on 12.7.22 at 3:30PM at the Principal's office. It was chaired by the Principal and **attended by the following members** of the IQAC:

- 1 Ashraf KK (Principal, Chairperson)
- 2 Dr Arunlal K (Co-ordinator IQAC)
3. Dr Sunitha Srinivas C (HoD English)
4. Sajeesh Kumar VK (NAAC Coordinator)
5. Nisar K (HoD Oriental Languages)
6. Safer VM (HoD History)
7. Mahesh PB (HoD Commerce)
8. Sugisha (HoD Maths)

The following special invitees also participated in the meeting.

1. Staff Advisor
2. Women's Cell Coordinator

The following decisions were taken by the IQAC:

1. Interactive session with students to be organized by IQAC for suggestions towards quality improvement.
2. IQAC to conduct a session on NAAC assessment and 7 criteria for the faculty of the college
3. In preparation for NAAC visit committees to be constituted to ensure proper filing of records in departments.
4. Orientation for newly admitted students to be charted out.
5. Central/State Govt. Initiatives to be applied for.
6. Proposals for renovation/construction/purchase etc. to be submitted. Department heads, Committees constituted for the purpose to look into this.

Sd/-
Coordinator, IQAC

Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 12-12-2022

The meeting was held on 12.12.22 at 7:30pm online. It was chaired by the Principal and attended by the following members:

- 1 Ashraf KK (Principal, Chairperson)
- 2 Dr Arunlal K (Co-ordinator IQAC)
3. Dr Sunitha Srinivas C (HoD English)
4. Sajeesh Kumar VK (NAAC Coordinator)
5. Nisar K (HoD Oriental Languages)
6. Safer VM (HoD History)
7. Mahesh PB (HoD Commerce)
8. Sugisha M (HoD Maths)

The following special invitees also participated in the meeting.

1. Staff Advisor
2. Women's Cell Coordinator
3. Chief Supt. Examinations
4. NSS/CoK Coordinators
5. Convenors/Coordinators of Clubs

The following decisions were taken by the IQAC:

1. Suggestions towards quality improvement to be implemented.
2. Clubs to submit report of activities
3. In preparation for NAAC visit clubs and committees to ensure proper filing of records along with departments.
4. Clubs to create awareness among students and contribute towards their overall development.
5. Add on Courses to be monitored by the coordinators and their effectiveness ensured.

Sd/-
Coordinator, IQAC

Chairperson, IQAC



**INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI**

The meeting was held on **15-01-2021** at 3:30PM at the Principal's office. It was chaired by the Principal and **attended by the following:**

1. Dr Sunitha Srinivas C (Principal, Chairperson)
2. Dr Arunlal K (Co-ordinator IQAC)
3. Dr Yoosaph AK (HoD English)
4. Sajeesh Kumar VK (NAAC Coordinator)
5. Nisar K (HoD Oriental Languages)
6. Ashraf KK (HoD History)
7. Vineesh AK (HoD Commerce)

The following decisions were taken by the IQAC:

1. Resolved to ensure implementation of covid protocol and provide necessary support system to students
2. Preparation for NAAC and submission of SSR to be revamped for re-accreditation
3. Resolved to arrange an IQAC meeting with the faculty and administrative staff for suggestions to improve quality and better academic performance of students after a spell of online classes.
4. Action plan for the coming academic year to be prepared by departments.
5. Research Committee to be reconstituted to ensure research oriented learning
6. Webinars and online Invited lectures to be organized to ensure faculty development.
7. Encourage the departments to get their faculty members to publish papers and attend seminars
8. Install roof solar plants
9. To apply for new batches of common course classes due to the large number of students in classes.

Sd/-
Coordinator, IQAC

Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 10-08-2021

The meeting was held on 10.08.2021 at 3:30PM at the Principal's office. It was chaired by the Principal and **attended by the following members** of the IQAC:

1. Dr Yoosaph AK (Principal, Chairperson)
2. Dr Arunlal K (Co-ordinator IQAC)
3. Dr Sunitha Srinivas C (HoD English)
4. Sajeesh Kumar VK (NAAC Coordinator)
5. Nisar K (HoD Oriental Languages)
6. Ashraf KK (HoD History)
7. Vineesh AK (HoD Commerce)

Minutes of the Meeting:

1. NAAC reaccreditation work-review and discussion to be done. Suggestions from the faculty to be incorporated.
2. Collection of data for preparation of SSR to be completed at the earliest
3. Admission work entrusted to faculty
4. Research methodology classes to be conducted for PG students by the Dept. faculty for UG/PG classes and research scholars
5. Invited talks/webinars to be organized online in departments for better academic exposure of students

Sd/-
Coordinator, IQAC

Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 07-12-2021

The meeting was held on 07.12.2021 at 3:30pm at the Principal's office. It was chaired by the Principal and **attended by the following:**

1. Ashraf Koyilothankandiyil (Principal in charge, Chairperson)
2. Dr Arunlal K (Co-ordinator IQAC)
3. Dr Sunitha Srinivas C (HoD English)
4. Sajeesh Kumar VK (NAAC Coordinator)
5. Nisar K (HoD Oriental Languages)
6. Safeer VM (HoD History)
7. Dr Dinesh MP (HoD Economics)

Minutes of the Meeting:

1. Data collection for NAAC reaccreditation to be completed by April 2022.
2. AQAR to be submitted
3. Departments to monitor the progress of UG/PG classes in each semester and to ensure they are in keeping with the academic calendar issued by the affiliating university

Sd/-
Coordinator, IQAC



Chairperson, IQAC

INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI 02-7-2020
MINUTES of the IQAC meeting held on

The meeting was held on 02. 7. 2020 at 10:30AM online. It was chaired by the Principal and attended by the following members of the IQAC:

1. Dr Sunitha Srinivas C (Principal, Chairperson)
2. Dr Arunlal K, IQAC Co-ordinator
3. Dr Sunitha Srinivas C (HOD English)
5. Dr Dinesh.MP (PTA Secretary)
6. Ashraf KK (HoD History)
7. Vineesh AK (HoD Commerce)

The following decisions were taken by the IQAC:

1. Departments to submit their review of activities for the academic year.
2. Departments to ensure classes via online mode
3. Invited lectures to be organized by the departments.
4. To provide psychological support to students during lockdown through Jeevani counselor
5. Departments to ensure the effectiveness of Online mode of teaching-learning
6. Online classes to be scheduled and monitored by HoDs
7. Admission related work to be initiated at the college and department level. Covid protocols are to be strictly complied with.

Sd/-
Coordinator, IQAC



Chairperson, IQAC

INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 10-11-2020

The meeting was held on 10. 11. 2020 at 7:30pm online. It was chaired by the Principal and attended by the following:

1. Dr Sunitha Srinivas C (Principal in charge, Chairperson)
2. Dr Arunlal K, IQAC Co-ordinator
3. Dr Sunitha Srinivas C (HOD English)
5. Dr Dinesh MP (PTA Secretary)
6. Ashraf KK (HoD History)
7. Vineesh AK (HoD Commerce)
8. Nisar K (HoD Oriental Languages)
9. Sajeeshkumar VK (HoD in charge Chemistry)

The following decisions were taken by the IQAC:

1. HoDs to monitor and ensure regular classes via online mode
2. Department councils also to conduct online meetings and chart out plan of action after review of online classes.
3. Departments to provide psychological support to students during lockdown through Jeevani counselor
4. Departments to ensure the effectiveness of Online mode of teaching-learning
5. Administrative section to strictly follow the covid protocols issued from time to time and ensure the proper functioning of office related activities. Office supt. to look into this and take necessary steps

Sd/-
Coordinator, IQAC



Chairperson, IQAC

**INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 03-02-2020**

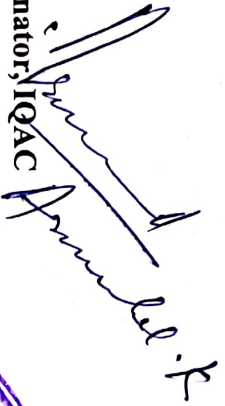
The meeting was held on 03.02.2020 at 10:30AM at the Principal's office. It was chaired by the Principal and attended by the following members of the IQAC:

- 1 Sooppy MP (Principal, Chairperson)
- 2 Dr Arunlal K, IQAC Co-ordinator
- 3 Dr Sunitha Srinivas C (HOD English)
4. Dr Dineshan MP (PTA Secretary)
- 5 Saran KS (HoD, Physical Education)
6. Ashraf KK (HoD History)
7. Vineesh AK (HoD Commerce)
8. Shabna NM (HoD Maths)

The following decisions were taken by the IQAC:

1. Review of Department Action Plan to be done at the Department council meetings
2. Classes to be monitored at department level before college closes for vacation
3. Updation of Dept data for NAAC to be prioritized
4. New courses to be applied for as per the suggestions of the previous NAAC peer team

Sd/-
Coordinator, IQAC



Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 17-04-2019

The meeting was held on 17.04.2019 at 10:30AM at the Principal's office. It was chaired by the Principal and **attended by the following members** of the IQAC:

1. Dr Chitralkha (Principal, Chairperson)
2. Dr Arunlal K, IQAC Co-ordinator
3. Dr Sunitha Srinivas C (HOD English)
4. N Mohanan (Local representative)
5. Ashraf KK (NAAC Coordinator/HoD History)
6. Vineesh AK (HoD Commerce)
7. Shabna NM (HoD Maths)

The following decisions were taken by the IQAC:

1. Internal exams should be conducted systematically and marks must be published, grievances must be cleared with the Grievance Redressal Cell. Mark lists to be filed before the report is sent to university.
2. Faculty Development Seminar series and study tours for students to be conducted towards the end of the year. Proposals for funding from govt. are to be submitted by departments for this. Departments are to decide on the Thrust Area and Plan of action for the seminars to be conducted.
3. Depts. to prepare Action Plans stating mission and vision for better dissemination of knowledge and academic progress.
4. Staff profiles to be updated and maintained.
5. Constitute Screening Committee to nominate subject experts

Sd/-
Coordinator, IQAC



Chairperson, IQAC

INTERNAL QUALITY ASSURANCE CELL
GOVT COLLEGE MOKERI
MINUTES of the IQAC meeting held on 10 -07-2019

The meeting was held on 10.07. 2019 at 10:30AM at the Principal's office. It was chaired by the Principal and was **attended by the following members** of the IQAC:

- 1 Soopy MP (Principal, Chairperson)
2. Dr Arunlal K (IQAC Co-ordinator)
3. Dr Sunitha Srinivas C (HOD English)
4. Dr Dineshan MP (Secretary, PTA)
5. Ashraf KK (HoD History)
6. Vineesh AK (HoD Commerce)
7. Shabna NM (HoD Maths)
8. Snr Supt (Office)

The following decisions were taken by the IQAC:

1. Resolved to collect Student feedbacks
2. Resolved to conduct class PTAs to ensure stakeholder participation in teaching-learning process.
3. To ensure the proper functioning of clubs/cells in the college for an all round development of students.
4. Mobile phones to be restricted in campus.
5. Student vehicles are to be parked outside to avoid disruption of the calm atmosphere in the campus.
6. Faculty to participate in refresher courses and other such faculty development short term training programmes.
7. Research Committee to look into the faculty academic progress and improvement.

Sd/-
Coordinator, IQAC



Chairperson, IQAC