

IRAC MEETING


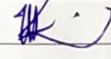
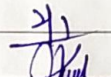
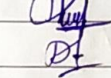

Date 14/2/2022

Time: 2.30 pm

Agende:

- 1, 2020-21 AQR Submission
- 2, Master plan for campus development

members attended.

- | | | |
|---|-----------------------|---|
| ① | Dr. Ismail Olegikkera | (10) Dr. Abdussalam A.K. |
| ② | Dr. Taje Abraham | |
| ③ | Dr. Biju AR |  |
| ④ | Dr. Linnu MK |  |
| ⑤ | Hamsa CK |  |
| ⑥ | Dr. Harris P |  |
| ⑦ | Dr. Ashwan Kumar N |  |
| ⑧ | Mr. Shabeer Ali | |
| ⑨ | Mr. Abdul Rasheed | |

Decisions:

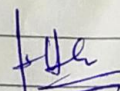
- 1, The responsibility to upload 20-21 data were distributed to sub committee under the supervision of IRAC members.

Criteria - 1	:	Dr. Harris
- 2	:	Mr. Shabeer Ali
- 3	:	Dr. Biju AR
- 4	:	Dr. Abdussalam A.K.
- 5	:	Mr. Hamsa CK
- 6	:	Mr. Shabeer Ali
- 7	:	Dr. Linnu M.K.

- 2, Reviewed the presentation to be submitted to the Management and approved the report to Management

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PRINCIPAL
SIR SYED COLLEGE
TALIPARAMBA-670 142


Taje Abraham

IQAC MEETING

Date: 12-01-2022, 1:30 pm

Members Present:

1. Ash. Maheshwari P
2. Mr. Maheshwari Ashoksham
3. Dr. Ashaji Awaraj P
4. Dr. Jyoti Chhabra
5. Dr. Tejo Ashoksham
6. Mr. Shantanu S
7. Dr. Hira AR
8. Dr. Ashoksham AK
9. Dr. Jani AR
10. Dr. Haris P
11. Mr. Ashaji Rao
12. Mr. Jyoti Anand
13. Mr. Shantanu S
14. Mr. Shubert AR
15. Dr. Ashoksham N

A meeting of IQAC with management was conducted on 12-01-2022 at principal's chamber to discuss the meeting NAAC visit. The meeting started with the presentation of NAAC meeting criteria which is followed by discussion on campus design and development. Meeting suggested the timely completion of building construction, landscaping and beautification of the campus.

Recommendations

INFRASTRUCTURE AND CAMPUS DEVELOPMENT

Management Funded

- **COLLEGE LIBRARY BOOK WORK COMPLETION**
 - Principal's chamber
 - Class rooms
 - IT Centre (Minimum 100 computers)
 - ODS
 - Management room
 - Research Labs (Biology, Chemistry)
 - Centralised Instrumentation Facilities (CIF)

RIISA Funded

- Audio Visual Theatre
- Central Library
- Seminar Hall

PTA & Management Fund

- Polymorphic Space for Parking and other purposes
- Electrically Shielded Funded
- Solar Panel

New Project to be started - Management Fund (Work completion before December, 2022)

- Chemistry and other science lab renovation

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IQAC Meeting

Date: 12/01/2022

Members

- 1. Ash. Maheshwari P
- 2. Mr. Maheshwari Ashoksham
- 3. Dr. Ashaji Awaraj P
- 4. Dr. Jyoti Chhabra
- 5. Dr. Tejo Ashoksham
- 6. Mr. Shantanu S
- 7. Dr. Hira AR
- 8. Dr. Ashoksham AK
- 9. Dr. Jani AR
- 10. Dr. Haris P
- 11. Mr. Ashaji Rao
- 12. Mr. Jyoti Anand
- 13. Mr. Shantanu S
- 14. Mr. Shubert AR
- 15. Dr. Ashoksham N

Agenda

Members present

1. Ash. Maheshwari P
2. Mr. Maheshwari Ashoksham
3. Dr. Ashaji Awaraj P
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5. Dr. Tejo Ashoksham
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12. Mr. Jyoti Anand
13. Mr. Shantanu S
14. Mr. Shubert AR
15. Dr. Ashoksham N

1) Presentation on infrastructure development and campus development plan was presented for consideration.

2) Shantanu S was present for consideration.

3) Ashaji Rao was present for consideration.

4) Dr. Ashaji Awaraj P was present for consideration.

5) Dr. Hira AR was present for consideration.

6) Dr. Ashoksham AK was present for consideration.

7) Dr. Jani AR was present for consideration.

8) Dr. Haris P was present for consideration.

9) Mr. Ashaji Rao was present for consideration.

10) Mr. Jyoti Anand was present for consideration.

11) Mr. Shantanu S was present for consideration.

12) Mr. Shubert AR was present for consideration.

13) Dr. Ashoksham N was present for consideration.

14) Dr. Ashaji Awaraj P was present for consideration.

15) Dr. Ashoksham N was present for consideration.

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Minutes of IQAC meeting held on 27-07-2022

Members Present:

1. Adv. P. Mahmood
2. Dr. Ismail Olayikkara
3. Dr. Tajo Abraham
4. Dr. Biju A R
5. Dr. Haris P
6. Mr. Hamza CK
7. Ms. Haseena KP
8. Ms. Bushra N
9. Mr. Shanavas SM
10. Dr. Abdussalam AK
11. Mr. Muhammed Iqbal Koroth

Agenda:

- o SSR Preparation
- o Infrastructure and campus landscaping
- o IQAC faculty orientation Programme
- o OSTENDO 22
- o Any other items permitted by chair

Decisions taken:

1. The meeting resolved to go on with schedule presented for 4th NAAC visit.
 - a. SSR Preparation and submission - October, 2022
 - b. Expected NAAC visit - Jan-Feb, 2023
2. Golden jubilee building furnishing will be completed by October 2022. Campus landscaping be started immediately after the completion of building construction. RUSA library, seminar renovation and AV theatre construction expected to be completed by November 2022.
3. Prior to the campus landscaping the scrap materials of the campus has to be collected sorted with the help of NCC, NSS and students. The duty to organize the same is assigned to Bushra N, Dr. Linu MK and Dr. Baby Shijian Shah.
 - a. A meeting of coordinators concerned will be held in the first week of August planning.
4. Department wise furniture stock preparation and labeling of available furniture will be done with specific code for each department. Mr. Shanavas SM is assigned the duty to organize same.
5. Actions should be taken by each department to promote alumni contribution. Each department should assure contribution of at least a minimum contribution by alumni as equipment support to campus landscaping. A meeting of department alumni coordinators will be during second week of August by the Principal.
6. OSTENDO-22: The mega exhibition is scheduled to be conducted during October 2022. Organizing committee will be constituted in second week of August.

Principal
 P. MAHMOOD
 01/07/2022

IQAC Meeting

Date: 23-07-2022
 Time: 11:30am

Agenda:

- 1, SSR preparation
- 2, Infra structure / Campus Landscaping
- 3, IQAC Orientation programme
- 4, OSTENDO

Members Present

- 1, Adv P. Mahmood
- 2, Ismail Olayikkara
- 3, Tajo Abraham
- 4, Biju A.R
- 5, Haris P
- 6, Hamza CK
- 7, Haseena K.P
- 8, Shanavas S.M
- 9, Dr. Muhammed R.K
- 10, Bushra N
- 11, Muhammad Iqbal Koroth
- 12, Hamza CK

I QAC Meeting

02-11-2022.

Agenda:

- 1, NIRF submission
- 2, Moodle extension. }
- 3, NEP seminar
- 4, Oslobo.
- 5, club activities
6. NAAC visit and SSR Preparation.

Member attended

- 1,
- 2, Tajo Abraham
- 3, ~~Dr.~~ Abdussalam A.K
- 4, Haseem K.P.
- 5, Dr. Fasila PM
- 6, Mubia Iqbal Gorath
- 7, Bushra N
- 8, Lenu MK
- 9, Hamza C.K
- 10, Biju A.R

- 1, Decided to continue with nif submission process. 16-11-2022.
All staff meeting will be scheduled after 16.11-2022 to discuss (Ashwan)
- 2, NEP - convenor. Salim. 3rd Saturday.
Scheduled to conduct 3rd Saturday of Nov. 2022. Dr. Abdussalam
- 3, Ak. will be the convenor.
→ Decided to extend the Moodle contract. (Ashwan)
- 4, Oslobo Committee; Mr. Hamza C.K, Dr. Haseem and Dr. Salim 04/11/2022.
A meeting of Dept. coordinators are scheduled 3 pm.
- 5, Decided to orient club activities more academic oriented
- 6, Resolved to draft a letter to management addressing the concerns of infra structure and construction delay.
- 7, Area proposed. (Bushra) discipline guidelines must be prepared

Ammf

IQAC meeting

16-02-2023

Agenda:

1. Name visit schedule
2. Infra structure development

Members Attend:

1. Adv. P. Hainan M/S
2. Noharwan Alimkhanim
3. Jasmi Fatmalyikha SM
4. Tajo Abraham
5. Haseena K.P
6. Abdul Rashid T.R
7. Sharada S.M
8. Bushra N
- 9) Dr. Aekhadha. AK
- 10) Dr. Faisla PM
- 11) Shabeena. Jale
- 12) Maryalysa George
13. Biju. AR

Date: 16-02-2023, 1:30 pm

Members Present:

1. Adv. Mahmood P
2. Mr. Mahmood Allamkullam
3. Dr. Ismail Olayikkara
4. Dr. Tajo Abraham
5. Mr. Shanavas SM
6. Dr. Biju AR
7. Dr. Abdussalam AK
8. Ms. Bushra N
9. Mr. Abdul Rasheed
10. Mr. Iqbal Koroth
11. Mr. Hama CK
12. Mr. Shabeeraji KK
13. Dr. Faisla P
14. Ms. Haseena KP

A meeting of IQAC with management was conducted on 16-02-2023 at principal's chamber to discuss the nearing NAAC visit. The meeting started with discussion on constructions progress and time schedule to complete the work, followed by discussion on campus design and development. Meeting suggested the timely completion of building constructions, landscaping and beautification of the campus and submitted a timeline document on completion plan.

- The meeting discussed revised schedule to prepare and submit the SSR
- Submission of SSR - Last week of June 2023
- Expected NAAC visit - Sept-Oct 2023
- Resolved to schedule Criteria convenors meeting to discuss and plan the SSR preparation criteria wise.
 - o List out the quantitative and qualitative key indicator which can be included in the SSR.
 - o Preparation of programmes/events to be included in the SSR.
 - o Data collection.

Meeting Schedule

CRITERIA	IQAC Coordinator	Members	Date
CURRICULAR ASPECTS	Ms. Haseena KP	Dr. Sudeeqe KP Mr. Nishad VH	20-02-2023
TEACHING LEARNING AND EVALUATION	Mr. Shabeeraji KK	Mr. Srejanubheen MP Dr. Faisla PM	21-02-2023
RESEARCH, INNOVATIONS AND EXTENSION	Dr. Biju AR	Dr. Ashwanthkumar N Ms. Bushra N.	22-02-2023
INFRA STRUCTURE AND LEARNING RESOURCES	Dr. Abdussalam AK	Mr. Mubsin K Mr. Muhammad Shareef MM	23-02-2023
STUDENT SUPPORT AND PROVISIONS	Mr. Hama CK	Dr. Baby Shijantha KP Ms. Jaseera K Ms. Faisla K	24-02-2023
GVERNANCE LEADERSHIP AND MANAGEMENT	Mr. Shanavas SM	Dr. Gaspar R Nambiar Dr. Jaleer MP	27-02-2023
INSTITUTIONAL VALUES AND BEST PRACTICES	Dr. Lina MK	Dr. Stepa P Dr. Sheela PP	28-02-2023

Principal
S.P. SAVED COLLEGE
TALLEKARANBA, 610 102

Coordinator IQAC