

03-11-23

63 3.30pm

## IQAC Meeting






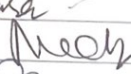


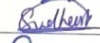


IQAC has convened a meeting of Non-teaching staff and criteria coordinators to discuss the following agenda. IQAC Coordinator Dr. Pramod. K M welcomed the members and Principal chaired the session.

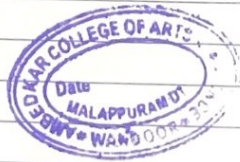
### Agenda

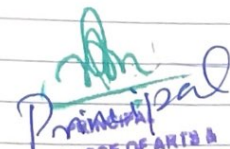
1. Status presentation of office documentation.
2. Any other item.

1. Verified the status of each file. Asked to submit all the files on before 27-11-23.
2. criteria coordinators presented the list of documents needed from the office.

### Members Present

1. Dr. Anish Mathan 
2. Pradeep. M. B 
3. Naseera. M. K 
4. Sani. P. P 
5. Abdul Nasir Vellarampara 
6. Dr. Pramod. K M 
7. Muhsina. V 
8. Vinod. K 
9. Suresh. K. K 
10. Jidheh. C 
11. Dr. Samir 



  
Principal  
WABEDKAR COLLEGE OF ARTS &  
WANDOOOR, MALAPPURAM, DT

10/3/2023

IQAC Meeting

Venue - B Com Lecture Hall - 2<sup>nd</sup>

Time - 11:30 am.

Agenda.

1. File preparation - Status evaluation
2. Activity Reports.

Attendance.

Dr. Prannod. K. M  
 Naseera. M. K  
 Dr Sanil. M  
 Sanil. P. P  
 Dhanya. M  
 Bhavya Padmanabhan N  
 Sharshad Amara

Heads  
 naseera  
 Sanil  
 Dhanya  
 Bhavya  
 Sharshad

Decisions

1. Submit the following files as complete to IQAC, on 12/3/2023.
  1. Syllabus.
  2. Dept. Minutes
  3. Dept. Profile.
  4. Faculty profile
  5. Timetable.
2. Entrusted the duty of file submission to Heads of the depts.



*[Signature]*  
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## IQAC Meeting.

Agenda.

1. Criteria - role assignment - changes in the already given assign
2. Clubs & Association - in charge assigning.

Decisions

→ Criteria 2: Teaching and Learning Evaluation - assigned to Abdul Nasir. V. (English Dept)

Criteria 4: assigned to Maneesha. V. (Commerce Dept).

Criteria 6: assigned to Dr. Anish Mathew (Economics Dept).

Criteria 7: assigned to Sanil. P.P. (Physical Education).

→ In-charge of Clubs cells & Associations.

The following clubs, cells and associations given to the charge of the respective teachers.

1. Alumni Association - Shanshad Ameeru. U
2. University Examination - Sanil. P.P & Shahulhameed
3. Admission - Sanil. P.P
4. Women Development Cell - Saleena. E.C & Dr. Likhitha
5. Women Grievance Redressal Cell - Dhanya. M. Saritha. P
6. WWS - Dhanya Padmanabhan. N & Dr. Likhitha
7. Tutorial Mentoring & Remedial coaching - Abdul Nasir. V
8. Scholar Support Programme - Maneesha. V
9. ASAP - Anish Mathew.
10. SC-ST Development Cell - Sanil. P.P
11. SC-ST Grievance Cell - Pramod. K.M
12. Career Guidance Cell - <sup>Dr. Saleena. E.C.</sup> Febin Muhammed.
13. Anti-Ragging Cell - Dr. A.S. Sanil.
14. NSS - Dr. A.S. Sanil & Munawir Ali. D
15. College Union - Dr. A.S. Sanil.
16. P.T.A - Dr. Pramod. K.M & Vipin. T
17. Dr. Ambedkar Memorial Lecture Series - Dr. Pramod. K.M
18. IQAC Coordinator - Dr. Pramod. K.M.
19. Ethics & Discipline Committee - Sanil. P.P
20. Internal Exam Coordinator - Muhsina

21. Scholarships - Sharshad Ameer
22. SIP - Dr. Pramod. K. M, Nishad
23. Sports club - Shahul & Sanil. P. P
24. Folklore - Nasir
25. Social Science club - Dr. Pramod. K. M, Santho. D.
26. English Club - Drisya Krishna, & Nasir
27. Nature club - Sharshad Ameer
28. Film Club - Anish Matheul, Zehid Hameed
29. Tourism club - Muhsina, Muhaimin
30. Innovation club - Manesha, Muhaimin
31. Sahitkeeyam club - Dr. A. S. Sanil
32. ED club - Saleena. E. C, Mursad
33. Bhoomithra Sena - Dr. Anish Matheul
34. Theatre club - ~~Ashjan~~ Bhavya Paelmanabhan
35. Anti - Narcotic cell - Sanil. P. P.

1. Naseera. M. K new
2. SANIL. P. P kanit
3. Abdul Nasir vellasampara CA
4. Muhsina. V Muhsina
5. Shahul Hameed. K Shahul
6. Nishad. N LS
7. Abdul Jabbar. S Abdul
8. Dr. Anish Matheul Anish
9. Sharshad Ameer Sharshad
10. Likhitha. K Likhitha
11. Mursad. TP. Mursad
12. Dr. Saleena. E. C Saleena
13. Sarika. P Sarika
14. Vipin. T Vipin
15. Ashjan Ashjan
16. Janya Jashwan T Janya
17. febin Muhammed Feb



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20/02/2021

# IQAC Meeting (All Staff) 15 2.50 PM

## Agenda

- \* Evaluating the Progress of the NAAC criteria works documentation
- \* Maintaining Attendance Register during Covid-19 pandemic
- \* Principal's Address, regarding NAAC works documentation.
- \* Calendar 2020-21.

## Decisions

1. Each department presented the Status of NAAC documentation.
2. Decided to maintain an attendance Register ~~for~~ <sup>for</sup> locked down period.
3. Principal explained the importance of documentation under various criteria.
4. Asked to give the details of the newly appointed teachers.
5. Decided to prepare a common leave format and ~~and~~ an attendance claiming format.

- |                         |             |
|-------------------------|-------------|
| 1. Bharya Padmanabhan N | Bharya      |
| 2. Nabeera M.K          | ngs         |
| 3. Shahul Hameed K      | [Signature] |
| 4. Mohammed Shreef V    | [Signature] |
| 5. Nishal N             | [Signature] |
| 6. Basheer T            | [Signature] |
| 7. Dr. Anish Mathew     | [Signature] |
| 8. Abdul Jabbar T       | [Signature] |
| 9. Akhila K             | [Signature] |
| 10. Mevin P. Sam        | [Signature] |
| 11. Maneesha V          | [Signature] |
| 12. Vijishma A          | [Signature] |
| 13. Saritha P           | [Signature] |
| 14. Suneera K           | [Signature] |
| 15. Harsha Basheer Me   | [Signature] |
| 16. Dr. Anmol Jen       | [Signature] |

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