



# MES KALLADI COLLEGE

Accredited by NAAC with 'A' Grade

P.O MANNARKKAD COLLEGE, PALAKKAD DT., KERALA, PIN:678583

[www.meskalladicollege.org](http://www.meskalladicollege.org)

E-mail ID: [info@meskalladicollege.org](mailto:info@meskalladicollege.org)

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IQAC/2018-19-01

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Core committee meeting**

**Date and Time: 01/06/2018,11.00am**

**Venue: Principal Chamber**

### **Agenda:**

- Analysis of feedback and Preparation of draft action plan.

### **Members Present:**

1. Dr. OP Salahudheen Principal
2. Dr Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Dr. Sreenivasan K P
8. Dr. Zainul abid T
9. Sahal k p student

### **Decision/Resolution**

1. Recommended to upgrade the library with more digital resources
2. Suggested to change the Library timing upto 5.00 pm in the evening on all working days
3. Suggested to reconstitute the placement cell with one member from each class
4. Recommended to provide career guidance Class to all the first years students



*Sahalya*  
Principal  
M.E.S. Kalladi College  
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IQAC/2018-19-02

**Internal Quality Assurance Cell  
MES KALLADI COLLEGE MANNARKKAD**

**IQAC Meeting IQAC members**

**Date and Time: 06/06/2018,11.00am**

**Venue: Principal Chamber**

**Agenda:**

- Discussion and Finalization of draft action plan.

**Members Present:**

1. Dr. OP Salahudheen Principal
2. KCK syed Ali
3. C.U. Mujeeb
4. Dr Haseena V A
5. Limseer Ali P A
6. Dr. Mohammed Mustafa T N
7. Dr. Sanjeev Kumar K
8. Priya T V
9. Dr. Sreenivasan K P
10. Dr. Zainul abid T
11. Sahal k p student

**Decision/Resolution**

1. The draft action plan for the year was discussed in the presence of IQAC members and approved the action plan



*Salahuddeen*  
Principal  
M.E.S. Kalladi College  
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IQAC/2018-19-03

**Internal Quality Assurance Cell  
MES KALLADI COLLEGE MANNARKKAD**

**IQAC Meeting Head of the departments and club cell coordinators**

**Date and Time: 20/06/2018,11.00 am**

**Venue: Principal Chamber**

**Agenda:**

- Preparation of department wise action plan
- Action plan for club and cells

**Members Present:**

1. Dr. OP Salahudheen Principal
2. Dr Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Dr. Sreenivasan K P
8. Dr. Zainul abid T

**Decision/Resolution**

1. Suggested to finalize department wise action plan and conduct the first programme in June its self
2. Recommended to finalize each club/cell wise action plan and conduct the first programme in June itself
3. Recomendated to conduct orientation regarding each club and cells among students and enroll the freshers immediately after their admission process is over



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IQAC/2018-19-04

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

### IQAC Meeting with NAAC Core Committee

Date and Time: 10/07/2018, 2.30 pm

Venue: Principal Chamber

### Agenda:

- 3<sup>rd</sup> Cycle Accreditation of NAAC

### Members Present:

1. Dr. OP Salahudheen Principal
2. Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Jaseema
8. Ramadas
9. Dr. Sreenivasan K P
10. Dr. Zainul abid T

### Decision/Resolution

1. Decided to entrust all planning related to NAAC 3<sup>rd</sup> cycle accreditation to Dr Haseena V A (IQAC coordinator) and Mr Limseer Ali (NAAC coordinator) and submit to the principal within week time
2. Decided to assign a coordinator and a joint coordinator for each criteria
3. Decided to assign Extended profile work to a special team under IQAC coordinator



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IQAC/2018-19-05

**Internal Quality Assurance Cell  
MES KALLADI COLLEGE MANNARKKAD**

**IQAC Meeting with NIRF AND AISHE Coordinators**

**Date and Time: 18/10/2018,11.00am**

**Venue: Principal Chamber**

**Agenda:**

- SSR preparation

**Members Present:**

1. Dr. OP Salahudheen Principal
2. Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Jaseema
8. Ramadas
9. Dr. Sreenivasan K P
10. Dr. Zainul abid T

**Decision/Resolution**

1. Decided to prepare the necessary documents and data required for the submission of SSR
2. Decide to submit the SSR in the month April 2019



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IQAC/2018-19-06

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

### IQAC Meeting with core committee

Date and Time: 18/10/2018,11.00am

Venue: Principal Chamber

### Agenda:

- MOU, Linkage and Extension
- Internal examination

### Members Present:

1. Dr. OP Salahudheen Principal
2. Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Jaseema
8. Ramadas
9. Dr. Sreenivasan K P
10. Dr. Zainul abid T

### Decision/Resolution

1. Suggested each department to maintain an MOU with other industry/ academic intuitions in their respective field
2. Recommended to conduct two extension programme by each department within march 2019
3. Recommended to conduct a common internal examination for odd semester students in the first week of November,2018



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IQAC/2018-19-07

**Internal Quality Assurance Cell  
MES KALLADI COLLEGE MANNARKKAD**

**IQAC Meeting with core committee  
Date and Time: 09/11/2018,2.30 pm  
Venue: Principal Chamber**

**Agenda:**

- SSR preparation Review
- Review of departmental programme
- Internal examination result discussion

**Members Present:**

1. Dr. OP Salahudheen Principal
2. Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Jaseema
8. Ramadas
9. Dr. Sreenivasan K P
10. Dr. Zainul abid T

**Decision/Resolution**

1. Decided to prepare the necessary documents and data required for the submission of SSR
2. All the departments has to must provide their internal marks based on their common internal



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IQAC/2018-19-08

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 08/01/2019, 2.30 pm**

**Venue: Principal Chamber**

### Agenda:

- SSR preparation Review
- Capacity Building programme

### Members Present:

1. Dr. OP Salahudheen Principal
2. Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Jaseema
8. Ramadas
9. Dr. Sreenivasan K P
10. Dr. Zainul abid T

### Decision/Resolution

1. Decided to hold a criterion wise presentation on 3<sup>rd</sup> week of January 2019
2. Decided to conduct an Extended profile discussion on 2<sup>nd</sup> week of January 2019
3. Recommended to conduct one capacity building programme by each department



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IQAC/2018-19-09

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Core committee meeting**

**Date and Time: 07/03/2019,11.00am**

**Venue: Principal Chamber**

### Agenda:

- AQAR
- Syllabus Completion
- Completion of departmental programme

### Members Present:

1. Dr. OP Salahudheen Principal
2. Dr Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Dr. Sreenivasan K P
8. Dr. Zainul abid T
9. Sahal k p student

### Decision/Resolution

1. Decided to place the AQAR in the next council meeting 2018-19
2. Suggested to complete the syllabus of all the sixth semester students and leave them one week before the examination.
3. Recommended to complete the department wise programme mentioned in the plan of action



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IQAC/2018-19-10

Internal Quality Assurance Cell  
MES KALLADI COLLEGE MANNARKKAD

IQAC Meeting IQAC members

Date and Time: 18/03/2019, 2.30 pm

Venue: Principal Chamber

**Agenda:**

- Discussion on draft SSR

**Members Present:**

1. Dr. OP Salahudheen Principal
2. KCK syed Ali
3. C.U. Mujeeb
4. Limseer Ali P A
5. Dr. Mohammed Mustafa T N
6. Dr. Sanjeev Kumar K
7. Priya T V
8. Dr. Sreenivasan K P
9. Dr. Zainul Abid T
10. Sahal KP student

**Decision/Resolution**

1. It is decided that make minor changes in the SSR and submit the SSR in the month of April
2. It is decided that all the department has to prepare their department level Presentations during the month of April 2019



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IQAC/2018-19-11

**Internal Quality Assurance Cell  
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**IQAC Meeting with core committee**

**Date and Time: 04/04/2019,11.00 am**

**Venue: Principal Chamber**

**Agenda:**

- Discussion on Feedback 2018-19
- Preperation of draft action plan 2019-20

**Members Present:**

1. Dr. OP Salahudheen Principal
2. Dr Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Sanjeev Kumar K
6. Priya T V
7. Dr. Sreenivasan K P
8. Dr. Zainul Abid T

**Decision/Resolution**

1. Recommended to include PG students in the minor research conducted by members of faculties
2. Recommended to publish the PG dissertation in the form of ISBN Book
3. Decided to conduct an orientation programme on quality improvement in higher education
4. Recommended to use the ICT facilities provided by the college to improve the teaching learning process.
5. Suggested to provide more career guidance programme for the students



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IQAC/2018-19-12

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

IQAC Meeting with members of IQAC

Date and Time: 16/04/2019,11.00 am

Venue: Principal Chamber

### Agenda:

- Discussion and finalization of Draft Plan of Action

### Members Present:

1. Dr. OP Salahudheen Principal
2. KCK syed Ali
3. C.U. Mujeeb
4. Limseer Ali P A
5. Dr. Mohammed Mustafa T N
6. Dr. Ranjith M
7. Dr Sereena K
8. Sajna A
9. Dr. Sreenivasan K P
10. Dr. Zainul Abid T

### Decision/Resolution

1. IQAC members has approved all the points raised by the IQAC core committee in the previous meeting
2. Suggested the management to resolve issues related to infrastructure
3. Suggested to include the Alumni in the career guidance programme so that they guide their students in a better way.



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IQAC/2018-19-13

**Internal Quality Assurance Cell  
MES KALLADI COLLEGE MANNARKKAD**

**IQAC Meeting with core committee  
Date and Time: 22/05/2019,11.00 am  
Venue: Principal Chamber**

**Agenda:**

- DVV Clarification

**Members Present:**

1. Dr. OP Salahudheen Principal
2. Dr Haseena V A
3. Limseer Ali P A
4. Dr. Mohammed Mustafa T N
5. Dr. Ranjith M
6. Dr sereena K
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul Abid T

**Decision/Resolution**

1. It is decided clarify the all the queries raised by NAAC on 5<sup>th</sup> June 2019
2. Decided to provide necessary clarification on income and expenditure of the college
3. Clarification was made on the placement and progression of the students



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