



# M. E. S. KALLADI COLLEGE

Re-Accredited by NAAC with A+ Grade (3.32) Listed in UGC (2F) & 12(B)  
Govt. Aided College & Affiliated to the University of Calicut  
A Minority Institution - Certified by the National Commission  
for Minority Educational Institutions, Govt. of India

Mannarkkad College P.O.,  
Palakkad Dt. 678 583, Kerala  
Phone : 04924-222377, 223414  
Web: www.meskc.ac.in  
Email : info@meskc.ac.in

IQAC/2019-20-1

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 07/06/2019,11.00 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 sareena K
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul abid T

### Decision/Resolution

1. As part of DVV verification process, IQAC has submitted DVV clarifications on 5<sup>th</sup> June 2019. DVV partner has accepted many clarifications from our part with sufficient proofs and documents, even though some clarifications were not accepted by DVV partner
2. The committee authorize Dr. Haseena V A (IQAC Coordinator) and Limseer Ali P A (Joint Coordinator IQAC) to visit NAAC Office Bangalore to make some clarifications in DVV.



*Salahuddeen*  
Principal  
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IQAC/2019-20-02

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

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

**Date and Time: 19/06/2019, 02.30 pm**

**Venue: Principal Chamber**

### Agenda:

- Department presentation for NAAC
- 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. Ranjith M
6. Dr sreena K
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul abid T

### Decision/Resolution

1. Decided that all departments has to finalize their departmental presentation by July itself
2. Recommended to finalize department wise action plan in accordance with the college calendar
3. Suggested to finalize each club/cell wise action plan and conduct their first before the admission of first year UG students



*Salah*  
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IQAC/2019-20-3

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 17/07/2019, 11.00 am**

**Venue: Principal Chamber**

### Agenda:

NAAC presentation

### 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. Decided to conduct a criterion wise presentation in the presence of Management
2. Decided to hold a principal's Mock Presentation on the same day
3. Decided to form different Committees for the smooth conducting of peer team visit



*Salahudheen*  
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IQAC/2019-20-4

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 09/08/2019, 2.30 pm**

**Venue: Principal Chamber**

### Agenda:

Department programme review

Club/Cell programme review

### Members Present:

1. Dr. Ajims P Muhammed 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. Suggested to conduct a research methodology programme, meet the entrepreneur programme and Intellectual property related programme before the NAAC peer team visit by all departments.
2. Recommended to conduct a programme before the peer team visit by clubs and Cell



  
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IQAC/2019-20-5

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 09/08/2019, 2.30 pm**

**Venue: Principal Chamber**

### Agenda:

NAAC peer team visit Preparation

### Members Present:

1. Dr. Ajims P Muhammed 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. Checked the preparation of Different Committees constituted for peer team visit



  
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IQAC/2019-20-6

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 02/09/2019, 2.30 pm**

**Venue: Principal Chamber**

### Agenda:

NAAC Recommendation

Review of NAAC visit

### Members Present:

1. Dr. Ajims P Muhammed Principal
2. Dr Haseena V A
3. Limseer Ali P A
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. Decided to analyse the recommendation provided by the NAAC and provide an action plan for compliance



  
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IQAC/2019-20-7

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with members**

**Date and Time: 26/09/2019, 2.30 pm**

**Venue: Principal Chamber**

### Agenda:

NAAC Recommendation

### Members Present:

1. Dr. Ajims P Muhammed 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. Approved the action plan for compliance of recommendation provided by the NAAC Peer team
2. Recommended to appoint a common placement officer for entire MES Colleges
3. Decided to formulate institutional development plan in consultation with all stakeholders



  
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IQAC/2019-20-8

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 14/10/2019, 2.30 pm**

**Venue: Principal Chamber**

### Agenda:

Internal Examination

Review of departmental Programme

### Members Present:

1. Dr. Jaleel T K Principal
2. Dr Haseena V A
3. Dr. Mohammed Mustafa T N
4. Dr. Ranjith M
5. Dr sereena K
6. Dr Azhar A
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul abid T

### Decision/Resolution

1. Recommended to Conduct the internal examination for fifth semester in the last week of October
2. Suggested to review the programmes conducted by different departments



  
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**IQAC/2019-20-9**

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

**IQAC Meeting with core committee**

**Date and Time: 2/12/2019, 2.30 pm**

**Venue: Principal Chamber**

### **Agenda:**

Progression and Placement

### **Members Present:**

1. Dr. Jaleel T K Principal
2. Dr Haseena V A
3. Dr. Mohammed Mustafa T N
4. Dr. Ranjith M
5. Dr Sereena K
6. Dr Azhar A
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul abid T

### **Decision/Resolution**

1. Decided to collect the progression of students of 2019 pass out student
2. Decided to collect the placement status of outgoing students



  
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IQAC/2019-20-10

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

### IQAC Meeting with core committee

Date and Time: 08/01/2020, 2.30 pm

Venue: Principal Chamber

### Agenda:

Research Promotion

Review of Department wise Programme

Management Meet

### Members Present:

1. Dr. Jaleel T K Principal
2. Dr Haseena V A
3. Dr. Mohammed Mustafa T N
4. Dr. Ranjith M
5. Dr sereena K
6. Dr Azhar A
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul abid T

### Decision/Resolution

1. Recommended to conduct a research orientation programme for Faculty members
2. Recommended to publish the students research work in a ISBN Books
3. Suggested to complete the pending programme of the department within February, 2020
4. Recommended to obtain all necessary information regarding the management meet proposed by commerce department



  
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IQAC/2019-20-11

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

**IQAC Meeting with core committee**

**Date and Time: 18/03/2020,11.00 am**

**Venue: Principal Chamber**

### **Agenda:**

Annual Report

Completion of departmental Programme

### **Members Present:**

1. Dr. Jaleel T K Principal
2. Dr Haseena V A
3. Dr. Mohammed Mustafa T N
4. Dr. Ranjith M
5. Dr Sareena K
6. Dr Azhar A
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul abid T
10. Sahal k p student

### **Decision/Resolution**

1. Suggested to complete and submit all the reports related to departmental programmes
2. Recommended to complete the annual reports of the department on or before 31 march 2020
3. Suggested to complete the annual reports of Club/ cell on or before 31 march 2020



  
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IQAC/2019-20-12

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

### IQAC Meeting with core committee

Date and Time: 17/04/2020, 11.00 am

Venue: Online

### Agenda:

AQAR2019-20

Discussion on Feedback 2019-20

Preparation of draft action plan 2020-21

### Members Present:

1. Dr. Jaleel T K Principal
2. Dr Haseena V A
3. Dr. Mohammed Mustafa T N
4. Dr. Ranjith M
5. Dr sereena K
6. Dr Azhar A
7. Sajna A
8. Dr. Sreenivasan K P
9. Dr. Zainul abid T

### Decision/Resolution

1. Decided to submit the AQAR 2019-20 by May2020
2. It is decided to improve the quality assurance efforts by the institution
3. Recommended to provide more efforts to be taken to promote research culture
4. Suggested to improve the number of certificate courses
5. Suggested to complete all pending classes online



  
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IQAC/2019-20-13

## Internal Quality Assurance Cell MES KALLADI COLLEGE MANNARKKAD

### IQAC Meeting with Members

Date and Time: 19/05/2020, 11.00 am

Venue: Online

### Agenda:

Finalization of Draft Plan of Action


### Members Present:

1. Dr. Jaleel T K Principal
2. KCK syed Ali
3. C.U. Mujeeb
4. Dr Haseena V A
5. Dr. Mohammed Mustafa T N
6. Dr. Ranjith M
7. Dr sereena K
8. Dr Azhar A
9. Sajna A
10. Dr. Sreenivasan K P
11. Dr. Zainul bid T

### Decision/Resolution

1. Recommended to approve the action plan of the college
2. Recommended to promote Innovative / new generation certificate courses
3. Decided to conduct Faculty development programme



  
Principal  
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