

**Dr. B. R AMBEDKAR MEMORIAL GOVT. ARTS & SCIENCE COLLEGE  
BALUSSERY, KOZHIKODE**

**INTERNAL QUALITY ASSURANCE CELL MEETNGS**

Date	Time	Venue	Meeting No.
17-05-2021	9.00pm	Online Google Meet	1/21-22

**Agenda :**

1. Website updation

**Members**

Sl. No	Name	Designation	Position
1	Dr. S. J. Shabu	Assistant Professor	Principal In charge & IQAC Coordinator
2	Shri. Aravindakshan K	Rtd. Engineer, KILA	External Member
3	Shri. Sarvy Joseph	Assistant Professor in Commerce	Member
4	Shri. Abbas P. M	Assistant Professor & HOD, Arabic	Member
5	Smt. Anaswara. P. R	Assistant Professor & HOD, English	Member
6	Shri. Jayesh. P. Nair	Assistant Professor & HOD, Hindi	Member

The following decisions were taken in the meeting

1. Decided to remind all the faculties to send the filled up proforma to update their sites before 31<sup>st</sup> of July 2021. (The link has send to each faculty through the mail)
2. Decided to support each faculty to update their sites whenever they experience any difficulty while preparing the documents. The dead line given for reporting such incidents will be 31-05-2021.
3. The meeting ends at 10.30pm

**Dr. S. J. Shabu**  
Associate Professor in Physical Education  
In Charge of Principal  
& Coordinator, IQAC