

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

INTERNAL QUALITY ASSURANCE CELL MEETNGS

Date	Time	Venue	Meeting No.
29-03-2021	2.00pm	Principal's chamber	1/21

Members Present

Sl. No	Name	Designation	Position
1	Dr. C. J. George	Principal	Principal
2	Shri. Aravindakshan K	Rtd. Engineer, KILA	External Member
3	Dr. S. J. Shabu	Assistant Professor in Physical Education	Coordinator
4	Shri. Anoopkumar. K. V	Senor Superintend	Member
5	Shri. Sarvy Joseph	Assistant Professor in Commerce	Member
6	Shri. Abbas P. M	Assistant Professor & HOD, Arabic	Member

The coordinator presented the report in detail through college website and PPT presentation. IQAC has organized 9 programmes in association with various departments and projects. Submitted the affiliation confirmation request and paid the required fee to Calicut University through college office for 12B. The coordinator also explains that in the first meeting held on 24-03-2021 was not completed the quorum hence it was postponed to 29-03-2021.

The following decisions were taken

1. The coordinator presented the Implementation plan of Best Practices series of 2021-22 to the members present. The committee has decided to implement the programme as phase basis.
2. For affiliation confirmation and 12B approvals all the departments are required to update their details in the website. The coordinator displays the present status of the website to the committee members. The committee has decided to send a circular to all the faculties to update their sites before 31st of July 2021.
3. 12B approval from the UGC is the second steps for applying NAAC accreditation. So the committee has decided to apply for 12B immediately after getting confirmation affiliation from the University of Calicut.
4. NAAC Accreditation is the prime motto of the committee. Since the second phase of the building construction is about to start, the committee has decided to initiate the NAAC visit in the month of June 2022.

5. Documentation of activities is the pillars of the NAAC Visit. The committee has decided to send a circular to all the faculties regarding the required documents to be maintained for the NAAC visit.
6. The committee has verified and approved the following faculties PBAS documents
 - a. Shri. Abbas P. M
 - b. Shri. Sarvy Joseph
7. The committee has also verified and approved the documents of Dr. C. J. George, Principal in charge, for the Professor grade in order to send the same to DCE for further necessary steps and further considerations
8. The committee has also decided to send a letter to non participants of the meeting for suggesting or deputing another faculty in the IQA Cell, since all the departments has to undergo documentation and updation for confirmation affiliation, 12B and NAAC Accreditation because it is not possible any department to move away from the IQAC Activities.
9. The meeting ends at 3.05pm

Coordinator, IQAC

Principal