



# MES PONNANI COLLEGE

GOVT. AIDED INSTITUTION | AFFILIATED TO THE UNIVERSITY OF CALICUT

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### 2021-2022 MEETING MINUTES

## MES PONNANI COLLEGE



Govt. Aided Institution | Affiliated to the University of Calicut  
Estd: 1968 | Recognized under UGC 2(f) & 12(B)  
NAAC Re-accredited (III Cycle) with 'A+' Grade (CGPA 3.46)  
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Website: [www.mesponnanicollege.ac.in](http://www.mesponnanicollege.ac.in)  
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minutes of the ~~extra~~ meeting of  
IGAC with Dr. A. Biju held on 28-01-2021.

Agenda: 1) Final evaluation of the SSR before  
submission to IAAC.  
2) Any other matter.

members present:

- 1) Dr. A. Biju
- 2) Dr. Zubair AA
- 3) M. K. Mohammed Rasheed
- 4) Dr. C. Sreejith
- 5) Dr. Jayakrishnan K
- 6) Dr. Ayisha VA
- 7) Siji Vealghese V
- 8) Ameera VU
- 9) Omprath K
- 10) Linsell Ali PA
- 11) Dr. Brijesh V K

IGAC coordinator presented the SSR in  
the soft copy format.

Dr. A. Biju, Principal, MES Asmabi college  
critically evaluated the responses given to  
various questions in the SSR and suggested  
modifications.

Secretary M. K. Mohammed Rasheed  
promised all support for the successful  
completion and submission of the SSR.

Teachers present were also of the opinion  
that the SSR be submitted at the earliest  
in a completed form.

The meeting came to a close by 3.25 PM

NB: No participants had signed the attendance


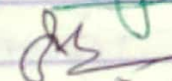
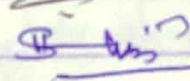
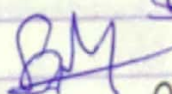
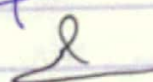

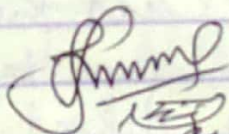
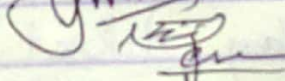


Minutes of the meeting of IQAC held on  
08.09.2021, 10AM at Principal's Chamber.

### Agenda:

- 1) NAAC Peer Team visit - preparations review.
- 2) Departmental and college level infrastructure - any more additions - discussion and finalisation.
- 3) Any other matter.

### Members present:

1. Dr. Ajim P. Mohammed 
2. Mohammed Rameed 
3. Dr. C. Sreejith 
4. Siji Verghese V. 
5. Dr. Jayakrishnan K. 
6. V.K. Beebay 
7. Nusrath K. 
8. Dr. Brijesh VK 

The IQAC coordinator welcomed the gathering. Principal Dr. Ajim P. Mohammed briefed about the present situation and readiness of the institution for the NAAC Peer team visit.

The major points described by the Principal are as given below:

- 1) File verification of the different departments was over and it required improvements.
- 2) The presentations of the departments and various clubs and cells needed further modifications.
- 3) The reports of various clubs and cells will be verified by IQAC on



on 15.09.2021.

- 4). It was noticed that there are requirements of some more display boards on the campus.
- 5). In order to help the printing works in relation to NAAC Peer Team visit, one person is to be deputed to IQAC.

### Decisions:

- 1). The smooth running of the visit will be ensured by the various committees formed in the meeting (list attached).
- 2). Visit schedule / invite visits will be prepared by IQAC and will be executed through these committees.
- 3). The secretary Ms. M.K. Mohammed Rasheed ensured that all the pending works related to campus beautification will be finalised by next week.
- 4). It was decided to appoint one more person to help ~~prepare~~ IQAC in the technical matters.

The meeting came to a close by 11.15 AM.



Minutes of the meeting of IQAC with the coordinators of various clubs and cells held at MSK Hall at 11.30 AM on 08.09.21.

### Agenda:

1. Updation and finalisation of the reports and presentations.
2. Charting of programmes for the month of September 2021 in the light of NAAK Peer Team visit.
3. Any other matters.

### Members present:

1. Dr. Ajims P Mohammed
2. Dr. Sine. A. R
3. Dr. Thoufeeq Rahman V
3. Abdul Nabit. Pk
4. Riyed. K. m
5. SAFARAS Aci
6. Nazam Kambayyath
7. Dr Jayakrishna
8. RAHEENA. K. M
9. Saleema. K
10. Nuzreth K
11. Aneshya CA
12. Sabna. M
13. Sneha Lakshmi
14. Jyothilath. K
15. Jayasree. K. M.
16. Sameera Hameed
17. JYOTHI. P. V
18. MINSHIYA P.
19. Soumya. C. C
20. Dr. Bushra. M. V
21. Dr. Brijesh V K



21. IQAC coordinator welcomed the gathering. He also explained the present situation in relation to peer team visit.

Principal presided over the meeting. The list of teachers included in the committees were informed about the same. Teachers expressed hope and support for the smooth visit.

The following teachers were entrusted to give final touch to the reports of the following cells / clubs / forums.

Election to College Union }  
 & College Union } Sri. Sagaras Ali

Staff club	- Dr. Sina A-R
Code of conduct	- IQAC
SC/ST cell	- Smt. Aneshya CA
minority cell	- Smt. Minshya
Intonial cell	- Dr. Brijesh VK
Counselling cell	- Smt. Munera C & Smt. Anubha S
Quiz	- Sri. Mohamed Abdulrahman K
Net coaching	- Smt. Raheema
Placement cell	- Dr. Nasar R.
MOOC	- Smt. Saleema K.
IPR cell	- Dr. C. Saejith

### Decisions taken:

- 1) The committees formed in connection with the NAAC Peer Team visit was approved by the teachers.



- 2). It was decided to verify the files and reports of various cells and clubs on 15-09-2021.
- 3). IBAC was entrusted to convene the meetings of various committees as and when required.
- 4). The cleaning and maintenance works in the campus will be finished at the earliest.

The meeting came to a close by 1.10 PM.

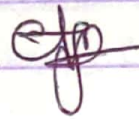


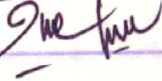
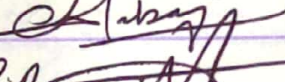
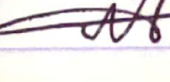


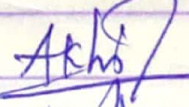
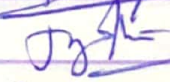
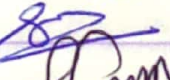
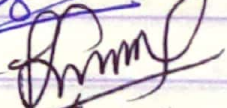


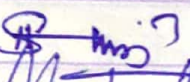
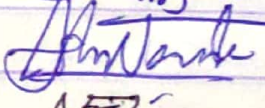
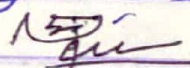


Minutes of the meeting of the IQAC with Heads of the Departments, held at conference hall at 2PM, 15.09.2021.

Agenda:

- 1) VAAC Peer Team visit - final preparations
- 2) Any other matter.

Members present:

1. Dr. Ajims P. Mohamad 
2. Zubair 
3. Dr. Jayakrishnan 
4. Thonfeeq Rahman 
5. Subair 
6. Linjeet Ali P.A. 
7. SISHANU.K 
8. SIDHANT.K 
9. Bushara M.V. 
10. JYOTHI.PV 
11. Soumya.C.C. 
12. Nusselt K 
13. Anupama Murali 
14. Siji Verghese V. 
15. C. Sreejith 
16. Asha Neeraj 
17. Dr. Brijesh V.K. 

Dr. Brijesh V.K, coordinator, IQAC welcomed the gathering.

Principal, Dr. Ajims P. Mohammed, presided over the meeting and urged the members to finalise the pending works, if any, in a war-foot and fool-proof way.



Principal pointed out the comments from the file verification and presentation.

Aquaculture dept was directed to complete the works by this week end. Chemistry, Computer Science and Geology departments were directed to finish the works by this week end.

The Dept. of Commerce was asked to enquire the content of their presentation. English dept was advised to improve the contents of the files and the presentation. Economics department was asked to improve the presentation. Departments of Physics, Zoology, Botany and the ~~states~~ NSS, NCC were asked to finalise the presentation by the 17<sup>th</sup> of September.

Principal suggested the departmental presentation would be presented by the following teachers:

Aquaculture : Dr. Zubair A A  
Computer Science : Aneeshya CA  
Chemistry : Soumya CC  
Commerce : To be decided  
English : Faizha  
Economics : Dr. Bushara MV  
Geology : Dr. C. Sreejith  
Physics : Sabna R  
Zoology : Jishnu  
NCC : Dr. Thangaraj  
NSS : Abdul Aziz P.C  
Phy Edu : S. Akbar K.

Dr. Sreejith C opined that the Geology presentation would be presented by the HoD Dr. V. A. Ayisha only.



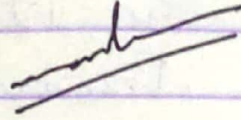
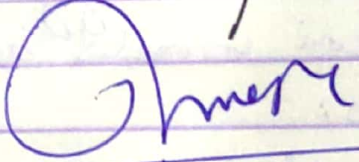
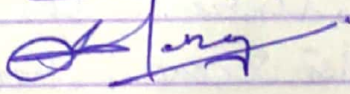
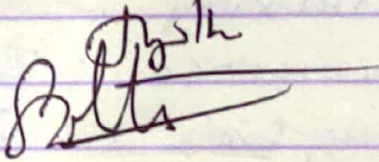
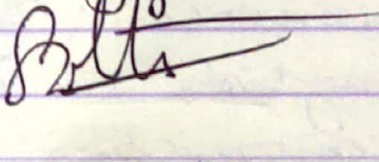
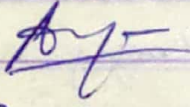
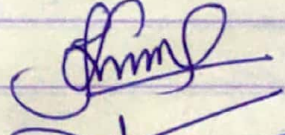

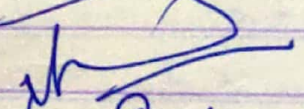
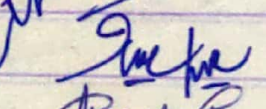
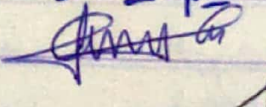
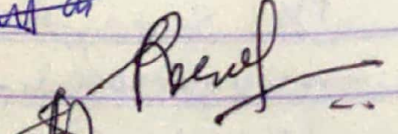

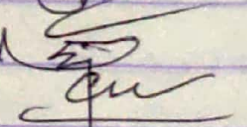
The meeting came to a close by 3.15 PM.



Minutes of the meeting of IQAC with  
Heads of Departments held on 20.09.2021, 2Pm  
at Principal's chamber

Agenda: 1) NAAC Peer Team visit - preparations  
overview.  
2) Any other matter.

Members present:

- 1) Dr. Ajamu P. Mohammed 
- 2) Mr. James Remy 
- 3) Muhammed Abdurrahman.K, Physics 
4. Uneshu C.V. 
5. Prebar.K 
6. Jyothi.P.V 
7. Siji Mergles.V. 
8. Anupama Murali. 
9. Nuseeth K. 
10. Zubair. A.A 
11. Dr. Sina.H 
12. Dr. Mousfeeq Rahman 
13. Emin.V.T 
14. Sneha P.K. 
15. Jayasree KM 
16. Dr. Brijesh V.K 



IBAC coordinator, welcomed the gathering.  
Principal explained the gulfair work plan  
and the need to complete the task  
keeping a time frame.



Minutes of the meeting of IBAC with all teachers  
held at MSK Hall at 2 PM on 04-10-2021.

Agenda: NAAC Peer Team Visit - committees  
and responsibilities - Start verification

members present:

1. Dr. Afim P. Mohammed
2. Zubair M
3. Brijesh VK
4. Sina AR
5. Dr. Jayakrishnan T
6. Dr. Mujeeb Rahimam
7. Sameeta Hameed
8. Farisha V.M
9. Safiya F.P
10. Shamma V.C
11. Asha Neelam
12. Ambili S.
13. C. Sreejith
14. Santhosh V
15. K. Muhammed Abdulrahman
16. Yvutali. C
17. Anur Kumar. K.S
18. Anesh. C.V.
19. SAFAROS A.K
20. Anushya CA
21. Junaed. K
22. Nusrath K.
23. Rameez Ali. P
24. Mujeeb Rahimam A.
25. Saleema. K
26. Majeesh M
27. Riyas. K.M.



- 28- V-P Sairidatavi
- 29. Lemuel Ali - 005
- 30. Rafeeqe. m
- 31. IAHPAR. A.
- 32. Thonfeeq Rahman V
- 33. Na'Law Kanchirayadan
- 36. Sreena. P. K.
- 37. DR. M. Nithya
- 38. Mithiya P.
- 39. Dr. Jayasree. K.M.
- 40. Roshmi Ravichun. P
- 41. Anupama Murali
- 42. Vandana. P.V
- 43. Dr. Asba K. Mudeer
- 44. Mumseer. K
- 45. Sabra. M
- 46. Theobheers. T
- 47. Shereena. K.M.
- 48. Soumya C. C
- 49. Raheena. K.M
- 50. Manzeela Ebrahim K
- 51. Fathima A.V
- 52. Dr. Musbin Meheboob
- 53. Sidheer. K.T
- 54. JISHNU. K
- 55. Rajool Shanis CP

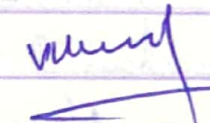
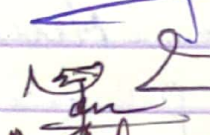
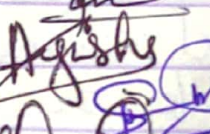
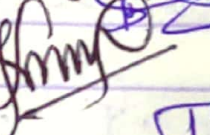
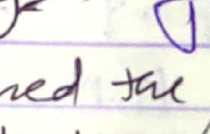
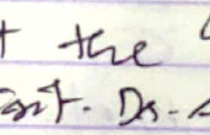
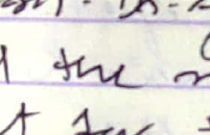
IBAC coordinator welcomed the gathering. Principal Dr. Ajims P Mohammed explained and clarified the duties and responsibilities of the committee and individuals assigned. The committee convenors and teachers explained the progress of the work. Principal suggested required modifications. The meeting came to a close by 4:15 PM.



Minutes of the meeting of IQAC held on  
09.11.2020 at Principal's Chamber at 4 PM.

Agenda: 1) NAAC Peer Team Visit - related matters  
2) Any other item permitted by the chair

Members present:

1. Vasanthi. MV 
2. Dr. Jayakrishna 
3. Dr. Binjesh VK 
4. Dr. V. F. Ayisha. 
5. Dr. C. Sreejith 
6. Nusrath. K 
7. T. Suresh Kumar 

Principal welcomed the gathering and briefed the meeting about the preparations for the NAAC Peer Team visit. Dr. Ajim P. Mohammed requested that all the members of IQAC should be present for the interaction with the Peer Team on 15.11.2021.

The coordinator rendered vote of thanks.

The meeting came to a close by 4:30 PM.

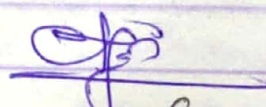


Minutes of the meeting of the IQAC  
held on 01.02.2022 @ IQAC room at  
12.35 PM.

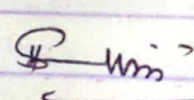
Agenda:

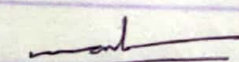
1. AQAR 2020-21 submission
2. Substitute for IQAC coordinator
3. Dividing the work among the members for furthering the activities of IQAC
4. Any other matters.

Members present

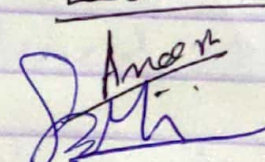
1) Dr. Ajims P. Mohammed 


2) V. A. AYISHA 

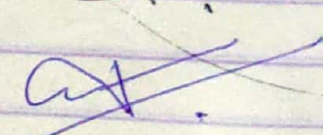
3) C. SREEJITH 

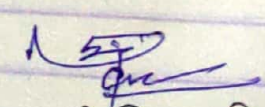
4) Muhammed Abdurrahman K 

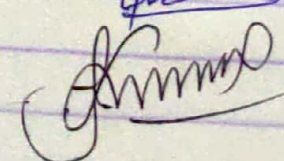
5. Aneera V U

6. Siji Verghese. V 

7. Linseel Ani P.A 

8. Zubair. S S 

9. Brijesh V K 

10. Nusrath K 

11.