

Minutes of the IQAC Meeting (2018-19)

ANSAR ARABIC COLLEGE VALAVANNUR

Held on 28/05/18, Monday at 9.30 am at Principal's Chamber.

Chairman: Prof.C. Ashraf (Principal)

Members participated in the Meeting

- 1) Prof C. Ashraf.
- 2) Abdurabb M.
- 3) Dr. Abdul Majeed A.I.
- 4) Dr. C.M. Shanavas.
- 5) Dr. C. Mohammedrafi.
- 6) Prof. Ibrahim Thorakkal.
- 7) Afsal Abdul Khader M

Agenda of the meeting

- 1) Academic Year Plan
- 2) Faculty Development Programme
- 3) Teachers' Log Book
- 4) Department Diary
- 5) Digitalization of Student's Data
- 6) W.D.C programme
- 7) Audio-visual Room

Decisions of the meeting

- 1) Decided to implement Academic Year Plan and the changes are handed over to concerned HOD's.
- 2) Decided to conduct a Faculty Development Programme for academic advancement of the teachers.
- 3) Decided to provide teachers' log book for the transparency of teachers' workload.

- 4) Decided to provide Department Diary for both Arabic and Commerce departments
- 5) Decided to support the digitalization of students' data for easy access of students' information.
- 6) Decided to conduct an awareness class for girl students under WDC.
- 7) Decided to enhance audio-visual room in a well-furnished way.




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Minutes of the IQAC Meeting (2018-19)
ANSAR ARABIC COLLEGE VALAVANNUR
Held on 02/07/18, Monday at 3.00 pm at IQAC Room.
Chairman: Prof.C. Ashraf (Principal)

Members participated in the Meeting

- 1) Prof C. Ashraf.
- 2) Abdurabb M.
- 3) Dr. Abdul Majeed A.I.
- 4) Dr. C.M. Shanavas.
- 5) Dr. C. Mohammedrafi.
- 6) Prof. Ibrahim Thorakkal.
- 7) Afsal Abdul Khader M

Agenda of the meeting

- 1) Review of minutes of previous IQAC Meeting and subsequent action taken
- 2) Bridge Course
- 3) NET coaching
- 4) Academic Evaluation
- 5) Subject Allotment Register
- 6) Internal Examination
- 7) PTA Meeting
- 8) Add on course
- 9) Department seminar
- 10) NAAC Process Analysis
- 11) Feedback Committee

Decisions

- 1) Approved the minutes of the last meeting.
- 2) Decided to give Bridge Course for beginners to introduce their course

- 3) Decided to provide NET Coaching for PG students at free of cost.
- 4) Decided to analyze the course plan and course outcome through academic evaluation.
- 5) Decided to prepare Subject Allotment Register.
- 6) Decided to conduct first internal examinations for all semesters.
- 7) Decided to conduct of Internal Examination and PTA meeting after the evaluation.
- 8) Decided to start Certificate Programmes for students.
- 9) Decided to provide maximum support for the one-day Arabic Seminar.
- 10) Decided to visit colleges who got newly NAAC accreditation.
- 11) Composed a Feedback Committee. The members are Ashraf C, Abdurabb M, Dr. C.M Shanavas, Ibrahim Thorakkal, Afsal Abdulkhader M.




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Minutes of the IQAC Meeting (2018-19) ANSAR ARABIC COLLEGE
VALAVANNUR

Held on 05/12/18, Wednesday at 3.00 pm at Conference hall.

Chairman: Prof.C. Ashraf (Principal)

Members participated in the Meeting

- 1) Prof C. Ashraf.
- 2) Abdurabb M.
- 3) Dr. Abdul Majeed A.I.
- 4) Dr. C.M. Shanavas.
- 5) Dr. C. Mohammedrafi.
- 6) Prof. Ibrahim Thorakkal.
- 7) Afsal Abdul Khader M

Agenda

- 1) Reviewed the decisions of the previous meeting
- 2) Discussion on Departmental Results
- 3) To apply for seminars and conferences
- 4) Discussion regarding NAAC new methodology
- 5) Discussion on Arabic Research Center.
- 6) To facilitate Alumni meet.
- 7) To undertake Academic Audit.

Decisions

- 1) Decisions taken in the previous meeting were approved.
- 2) Decided to discuss the result in departmental meetings.
- 3) Decided to conduct seminar and conferences for commerce and Arabic departments respectively.
- 4) Discussion was made regarding NAAC new methodology and decided to organize staff orientation lecture on New NAAC methodology.
- 5) Decided to apply for Arabic Research Centre.

6) Decided to organize Alumni meet and to get financial contribution from Alumni.

7) Decision has been taken to undertake Academic Audit.




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Minutes of the IQAC Meeting (2018-19)

ANSAR ARABIC COLLEGE VALAVANNUR

Held on 06/03/19, Wednesday at 9.30 am at IQAC Room.

Chairman: Prof.C. Ashraf (Principal)

Members participated in the Meeting

- 1) Prof C. Ashraf.
- 2) Abdurabb M.
- 3) Dr. Abdul Majeed A.I.
- 4) Dr. C.M. Shanavas.
- 5) Dr. C. Mohammedrafi.
- 6) Prof. Ibrahim Thorakkal.
- 7) Afsal Abdul Khader M

Agenda

- 1) Reviewed the decisions of the previous meeting
- 2) To organize soft skill development programme
- 3) To encourage the faculty for the publication of research articles in Journals/Seminar/ Conferences
- 4) Tour programme for final Year UG Boys
- 5) Plastic free campus
- 6) Renovation of Department Library
- 7) Internal Examination
- 8) Summer Break

Decisions

- 1) Decisions taken in the previous meeting were approved.
- 2) It is decided to conduct soft skill development programme for entire girls and boys separately.
- 3) It is discussed and decided to provide financial assistance for attend seminars/ conferences and publish research paper.

- 4) Decided to organize Industrial Visit for students.
- 5) Decided to undertake the mission of becoming plastic free campus.
- 6) It is decided to renovate commerce lab.
- 7) Decision has been taken for conducting centralized internal examinations for both UG and PG students.
- 8) Decision has been taken for conducting various programmes during semester break.




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Minutes of the IQAC Meeting (2018-19)

ANSAR ARABIC COLLEGE VALAVANNUR

Held on 07/03/2019, Thursday at 3.00 pm at Principal's chamber.

Chairman: Prof. C. Ashraf

Agenda of the meeting

1. Analysis of Feedback

Members Participated in the meeting

- 1) Prof C. Ashraf.
- 2) Abdurabb M.
- 3) Dr. Abdul Majeed A.I.
- 4) Dr. C.M. Shanavas.
- 5) Dr. C. Mohammedrafi.
- 6) Prof. Ibrahim Thorakkal.
- 7) Afsal Abdul Khader M

Decisions

1. Feedback from various stake holders analyzed. Most of the students are satisfied with the present curriculum and the drawbacks evident from the feedback shall be brought to the attention of University in befitting platforms.




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