



NOBLE WOMEN'S COLLEGE, MANJERI

Affiliated to University of Calicut & Recognized by Govt. of Kerala

ISO 9001:2015 Certified Institution & Included in the 2(f) list of UGC

Vettekode, Pullancheri P.O, Manjeri- 676122 | 0483 2766364



INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES
2019-20



Venue : Seminar Hall


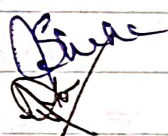
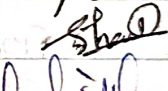
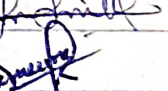
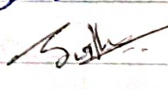
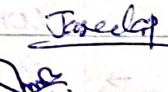
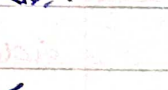




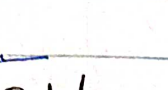


DATE : 20/05/2019

TIME : 9:30 Am - 12:30 pm

Meeting minutes of the agenda given in the circular reg. no. 12AC/2019/05/07.


The Meeting was called to order by the principal. The meeting minutes of the previous meeting was read out by and it was approved by the members.

ATTENDEES

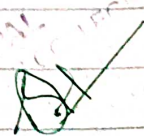
- Ms. Saritha Mahesh (Chairman) 
- Ms. S. Chitrakala (Asst Prof. & Head, Dept of Commerce) 
- Ms. Anupama S.R (Asst Prof. & Head, Dept of Psychology) 
- Ms. Shama P (Asst Prof. & Head, Dept of Sociology) 
- Ms. Sakthina K.K (Asst Prof. & Head, Dept of CO) 
- Ms. Shameema (Asst Prof. & Head, Dept of English) 
- Ms. Saritha Ravindranath (Asst Prof. & Head, Dept of Hindi) 
- Ms. Jaseela P (Asst. Prof. & Head, Dept of Arabic) 
- Ms. Mohammed Saleem (Accountant, NWC) 
- Ms. Anitha (Superintendent, NWC) 
- Ms. Moideenkutty K.K (LRAC Coordinator) 
- Ms. Geetha G (Joint Coordinator) 
- Ms. Jaseel Rahman (Joint Coordinator) 
- Ms. Er. Ismail (Secretary, NWC) 
- Ms. Hujara (Asst Prof, Dept of Psychology)
- Ms. Rajani (Chief Librarian, NWC)
- Ms. Farisa Abdusabman (Student representative)
- Ms. Leethika Jayaraj (Councilor, Manjeri Municipality)

DISCUSSIONS AND DECISIONS

- Discussed the need for an orientation program to update faculty on recent pedagogical trends and the college's vision. Proposed dates for the orientation program and assigned responsibilities to a sub-committee to plan and execute the program. The programme will be extended to the non-teaching staff as well.
- emphasized the importance of diversifying the course offerings. Scheduled a meeting with academic heads to develop syllabi for add-on/certificate course for the new academic year.
- Each departments and committees head presented their action plans. IQAC members provided feedback and suggestions for improvement. Agreed on a timeline for finalizing and implementing these plans.
- Discussed about the induction programme for the first year students. It is decided to be conducted on the reopening day of their classes. Decided to provide the importance of the student support systems like anti-ragging cell, scholarship cell in detail by the committee conveners.
- Requested to the management representative to address the waste management systems in the campus. Requested members to propose guidelines for proper waste disposal and recycling. They agreed to establish a committee responsible for overseeing waste management.


Coordinator
 IQAC
 Noble Women's College
 Manjeri



PRINCIPAL
 NOBLE WOMEN'S COLLEGE
 MANJERI


Venue : Seminar Hall




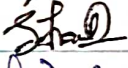
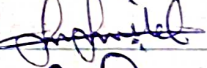





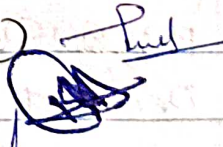



DATE : 05/08/2019

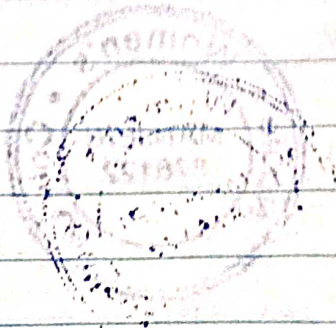
TIME : 8:30 pm - 5:00 pm

Meeting minutes of the agenda given in the circular no. 12AC/2019/08/08.

The Meeting was called to order by the principal. The convener read out the last meeting minutes and it was approved by the members.

ATTENDEES

- Ms. Saeetha Mahesh (Chairman) 
- Ms. S Chitraika (Asst Prof. & Head, Dept of Commerce) 
- Ms. Anupama S.R (Asst Prof. & Head, Dept of Psychology) 
- Ms. Shantha P (Asst Prof. & Head, Dept of Sociology) 
- Ms. Sakkeena K.K (Asst Prof. & Head, Dept of CS) 
- Ms. Sharmama (Asst Prof., Dept of English) 
- Ms. Saeetha Ravindranath (Asst Prof., Dept of Hindi) 
- Ms. Anitha (Superintendent, NWC) 
- Ms. Hajara (Asst Prof., Dept of Psychology) 
- Ms. Rajani (Chief Librarian, NWC) 
- Ms. Fansa Abdulrahiman (Student representative) 
- Mr. Moideenkutty (IAC coordinator) 
- Mr. Jaseel Rahman (Joint coordinator) 
- Ms. Greethu G (Joint coordinator) 



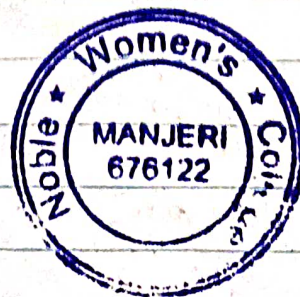
Coordinator
Women's College
MADRAS

DISCUSSION AND DECISIONS

- Previous meeting minutes were out by the coordinators and the initiatives taken was approved.
- It is decided to upgrade computer lab with more systems, latest version of software, network implementation, electrification change, lab infrastructure.
- Decided to strengthen the extension activities by various departments to develop social responsible attitude within the students.
- A variety of programmes should be conducted by departments, committees and clubs to produce for the development of the students.
- Decided to conduct a mega intercollegiate expo from 15th October 2019 to 17th October 2019. All the departments are requested to plan for the mega event and suggest names for their department.
- Departments can have individual name for their department events. A committee will be formed for the smooth conduct of the programme.
- Decided to conduct a workshop on quality assessment and Accreditation under revised accreditation framework. Decided to call Mr. Himseer Ali P (Coordinator IQAC, MES College, Ponnani) as resource person for the programme.
- Decided to apply for two new courses - BBA and MA Sociology.
- Decided to conduct mega Alumni meet.



Coordinator
IQAC
Noble Women's College
Manjeri



PRINCIPAL
NOBLE WOMEN'S COLLEGE
MANJERI
676-122

Venue : Seminar Hall


DATE : 05/11/2019

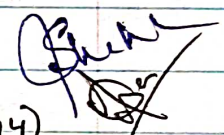
TIME : 3:30 pm - 5:00 pm

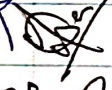
Meeting minutes of the agenda in the circular
reg.no. 12AC/2019/11/09.

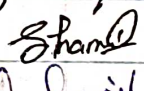
The Meeting was called to order by the principal.
He welcomed all the members to the meeting.

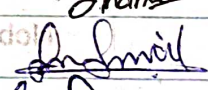
ATTENDEES

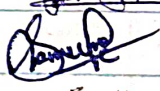
Ms. Saiitha Mahesh (Chairman) 


Ms. Chitrakala (Asst Prof. & Head, Dept of Commerce) 

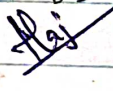
Ms. Anupama S.R (Asst Prof. & Head, Dept of Psychology) 


Ms. Shamla.P (Asst Prof. & Head, Dept of Sociology) 


Ms. Sakkeena.K.K (Asst Prof. & Head, Dept of CS) 

Ms. Shameema (Asst Prof., Dept of English) 


Ms. Saiitha Ravindranath (Asst Prof., Dept of Hindi) 


Ms. Hajara (Asst Prof., Dept of Psychology) 

Ms. Rajani (Chief Librarian, NWC) 

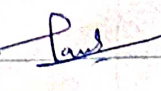
Ms. Anitha (Superintendent, NWC) 

Dr. Irmal (^{Secretary} ~~Accountant~~, NWC) 

Mr. Moideenkutty (IQAC Coordinator) 

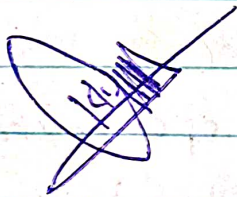
Mr. Jaseel Rahman.K (Joint Coordinator) 

Ms. Geethu.G (Joint Coordinator) 

Ms. Farisa Abdurrahman (Student Representative) 

DISCUSSIONS AND DECISIONS

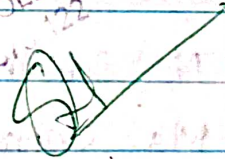
- Previous meeting minutes were read out by the coordinator and the initiatives taken was approved by the members.
- Decided to strengthen the infrastructures as in the strategic plan
- Ensured to continue the scholarship provided by management to MA English and MCOM students
- A review meeting for all the seven criteria teams of NAAC should be scheduled to update the current status of the documentation process.
- IZAC instructed all departments to keep traces of conducting department.



Coordinator
IQAC
Noble Women's College
Manjeri



PRINCIPAL
NOBLE WOMEN'S COLLEGE
MANJERI, PIN-571222



Venue : Seminar Hall


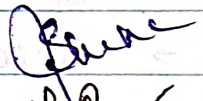

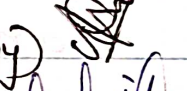
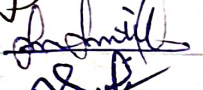
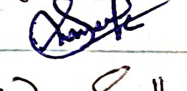
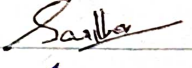






DATE : 12/02/2020

TIME : 3:30 pm - 5:30 pm

Meeting minutes of the agenda given in the circulated no. 12 AC / 2020 / 02 / 10.

The Meeting was called to order by the principal. He welcomed all the members of the meeting.

ATTENDEES


- Ms. Saritha Maheeb (Chairman) 
- Ms. Chitrakala (Asst Prof. & Head, Dept of Commerce) 
- Ms. Shamla-p (Asst Prof. & Head, Dept of Sociology) 
- Ms. Anupama S. R. (Asst Prof. & Head, Dept of Psychology) 
- Ms. Sakkeena. K. K. (Asst Prof. & Head, Dept of CS) 
- Ms. Shameema (Asst Prof., Dept of English) 
- Ms. Saritha Ravindranath (Asst Prof., Dept of Hindi) 
- Ms. Hajara (Asst Prof., Dept of Psychology) 
- Ms. Rajani (Chief Librarian, NWC) 
- Ms. Anisha (Superintendent, NWC) 
- Mr. Moideenkutty (IAC coordinator) 
- Mr. Jaseel Rahman (Joint coordinator) 
- Ms. Geethu-G (Joint coordinator) 

DISCUSSIONS AND DECISIONS

- Previous meeting minutes were read out by the convenor and the initiatives taken were discussed and highly appreciated.
- A Brief discussion on result analysis was done by the members. Department heads discussed various plans formulated to identify advanced and slow learners. The remedial teaching for the slow learners should be conducted on a regular basis.
- Discussed about the hands-on training of the students and decided to conduct field/industrial visit to expose students in their respective fields.
- Decided to collect feedback from students and teachers of the academic year.
- Recommended to charge the uniform pattern to management representative and he ensure the same to be discussed in management meeting.


Coordinator
IQAC
Noble Women's College
Manjeri




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NOBLE WOMEN'S COLLEGE
MANJERI, PIN-676122