



# 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  
**2022-23**



3

Internal Quality Assurance Cell  
2022-23

Meeting Minutes

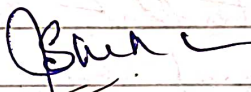

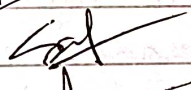


Principal's chamber

28/05/2022

Meeting minutes of the agenda given in the circular reg. no IQAC/2022/05/19

The meeting was called to order by the Principal. He welcomed the members of the meeting.

Attendees :

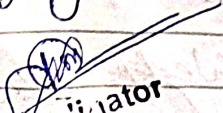
Dr. S. Chithrakala   
Ms. Jina NT   
Mr. Safwan C   
Mr. Abijith P   
Ms. Anitha 

Agenda, Discussion and Decisions

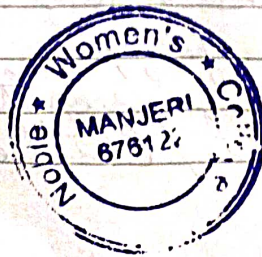
- Reviewed meeting minutes of the previous year to analyse the academic and administrative performance of the past academic year.
- Decided to introduce an online portal for grievance redressal in the college website in order to re-assure the effectiveness of the quality initiatives being implemented every academic year.
- Discussed Strengths, Weaknesses, Opportunities and Threats/Challenges (SWOC) with regard

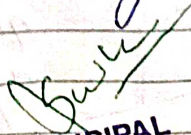
to the feedback collected from students, faculty, and other stakeholders; and following decisions were made:

- To conduct an FDP for faculty members under IQAC on NAAC file documentation
- To conduct more workshops, national seminars and conferences by various clubs and departments.
- To conduct soft skill enhancement programmes for the students to combat their stage fright and provide experiential learning initiatives like talk series, training sessions, certificate programmes.
- To collect a feedback regarding the current learning management platform (LMS) from the students as well as faculty members since several bugs were reported.
- To install and setup more smartclass rooms with internet connectivity to enhance the teaching-learning environment to attain academic excellence.
- Decided to transform the college campus into a sustainable environment by introducing green initiatives like setting up of solar panels, biogas plants, recharge-well system and so on.
- To submit a detailed proposal to the management based on the strategic plan formulated earlier to enhance infrastructural development like ramps, handrails, tactile path as part of the student support services especially to the differently-abled category.

  
Coordinator

IQAC  
Noble Women's College  
Manjeri



  
PRINCIPAL  
NOBLE WOMEN'S COLLEGE  
MANJERI, P. O. 678122

## Meeting Minutes


Principal's Chamber

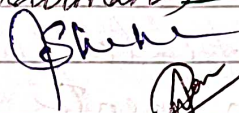
12<sup>th</sup>/7/22

Meeting minutes of the agenda given in the circular reg. no. IQAC/2022/07/20

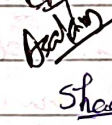
The meeting was called to order by the Principal, to assess, analyse and review the activities carried out by IQAC till date.


### Attendees:

Dr. V. Saidu (Chairman) 

Dr. S. Chitrakala 


Dr. Anupama S.K. 


Dr. Abdussalam M.P. 

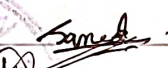
Ms. Hasanath Sadiya K.P. 

Ms. Raihanath Paramban 

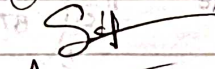
Ms. Rajani 


Es. Ismail P 

Mr. Anitha 

Ms. Sameeda 

Ms. Jisna NT 

Ms. Safwan C 

Ms. Abijith P 

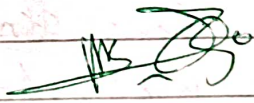
### Discussions and Decisions

- The coordinator briefed the minutes of the previous meeting and the members reviewed the actions taken.
- Decided to analyse the results of the undergraduate programmes from 2019-22.
- To organise special measures and extra-care for slow learners like peer learning.

- groups, remedial classes to encourage the student community through these novel methods.
- To conduct more outcome oriented activities by the Career and Counselling Cell in order to equip the students for better opportunities in higher education and seeking employment. They could conduct placement drives and orientatory sessions to enroll into central universities across the nation.
  - To conduct an orientation for faculty and student community on Infolibnet by the Librarian to promote research skills and academic integrity.
  - Decided to increase the number of certificate programmes issued by various departments.
  - Decided to organise a 'Mega Graduate Ceremony' in the month of October for the past four years.

  
 Coordinator  
 IQAC  
 Noble Women's College  
 Manjeri



  
 Dr. U. P. DALVI  
 Principal  
 NOBLE WOMEN'S COLLEGE, MANJERI  
 PULLANCHERI P. O., PIN: 676 122

## Meeting Minutes

IQAC Room

06/10/22

Meeting minutes of the agenda given in the circular reg. no. IQAC/2022/10/21

The meeting was called to order by the principal.

### Attendees

Dr. V. Saidalvi (Chairman) ✓

Dr. S. Chitrakala ✓

Dr. Anupama S.R. ✓

Dr. Abdussalam M.P. ✓

Ms. Anitha ✓

Ms. Jina N.T. ✓

Ms. Safvan C. ✓

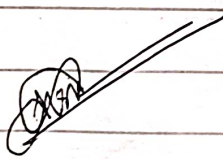
Ms. Abijith P. ✓

Ms. Jasin M. ✓

### Discussions and Decisions

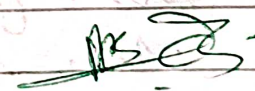
- The IQAC team proposed organizing a 'Mega Alumni Meet' to be conducted during the month of december to strengthen the activities of the Alumni association in the campus and also to honor the pass out students with tremendous appreciations.
- Decided to encourage departments to publish research articles and related publications with ISBN under the college.

- 8
- ' Research Promotion Council and also to inspire masters students and faculty members to pursue Ph.D.
- Decided to conduct various skill oriented training workshops under the 'K.D. Club and Women Development Cell' so as to equip the students with employability skills.
  - To organise awareness among student community regarding 'Intellectual Property Rights' and 'Cyber Security'.
  - To design and implement certificate courses as an extension to the present syllabus there by creating a practical knowledge in specific subjects.
  - Decided to organise talk series on human values, gender and sustainable development under 'Noble Talks'.

  
Coordinator

IQAC  
Noble Women's College  
Manjeri



  
Dr. N. CHANDALVI  
PRINCIPAL  
NOBLE WOMEN'S COLLEGE, MANJERI  
PULLANCHERI PO., PIN: 676 122

## Meeting Minutes


Principal's Chamber

22/12/22

Meeting minutes of the agenda given in the circular reg. no. IQAC/2022/12/22


The meeting was called to order by the Principal.


### Attendees


Dr. U. Saidalvi (Chairman) 

Dr. S. Chitrakala 


Dr. Anupama S. K.

Dr. Abdussalam M.P. 

Ms. Anitha 

Ms. Jisna NT 

Ms. Safran C 

Ms. Abijith P 

Ms. Jison M 

### Discussions and Decisions

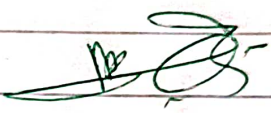
- The IQAC coordinator reviewed the quality indicators and metrics for the accreditation purposes; and focused on the already infrastructural facilities introduced during the academic year and suggested what else are to be introduced in order to fulfill the criteria.



- Decided to setup an incubation centre for brainstorming creative ideas and develop novel concepts as part of the student support initiative of the IQAC.
- Decided to find out a brand name for the best practices of the college and invite suggestions from the students.

  
**Coordinator**  
IQAC  
Noble Women's College  
Manjeri



  
**Dr. U SAIDALVI**  
PRINCIPAL  
NOBLE WOMEN'S COLLEGE, MANJERI  
PULLANCHERI P.O., PIN: 676 122

## Meeting Minutes

Seminar Hall

08/4/23

Meeting minutes of the agenda given in the circular reg-no. IQAC/2023/04/23

The meeting was called to order by the Principal to evaluate the progress of each criteria based on the file verifications done by the IQAC.

### Attendees

Dr. U. Saidah (Chairman)

Dr. S. Chitrakala (Secretary)

Dr. Anugama S.K.

Dr. Abdussalam M.P.

Ms. Hemanth Sadayji K.P.

Ms. Rajarath Pramban

Ms. Rajani

Er. Jemal P.

Ms. Anitha

Ms. Jina NT

Mr. Satvan C

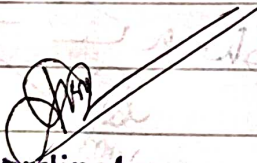
Mr. Jasim M

### Discussions and Decisions

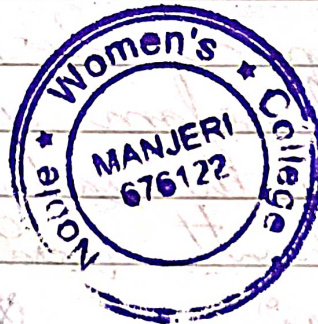
- The IQAC coordinator presented the status of NAAC file completion till date upon verifications done during previous week.

- The Principal instructed the heads of each department to complete the pending files and update it to the IQAC team.

- The programmes and events during the academic year were reviewed by the faculty members and suggested improvements to be made.
- Decided to upload more resources to the 'D-space' database as part of digital library.
- Decided to subscribe a plagiarism check tool in the resource room of college library to ensure academic integrity.
- Decided to purchase more books to the library along with book donation challenge from alumni associations.



**Coordinator**  
IQAC  
Noble Women's College  
Manjeri



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