



MES COLLEGE ERUMELY

IQAC MINUTES



2022 - 2023

M.E.S COLLEGE ERUMELY

(Approved by Govt. of Kerala & Affiliated to the Mahatma Gandhi University)

A Minority Institution Certified by National Minority Education Commission

22/07/2022

Notice


A meeting of IQAC will be held on 29th July 2022 at 02.30 p.m in conference room. You are requested to present in the meeting.

Agenda


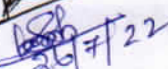

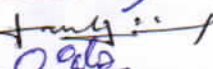
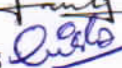



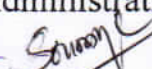

1. To submit action plan of the year 2022-2023.
2. To discuss PAC
3. To discuss quality enhancement programme.
4. Any other matter allowed with the permission of the chair.


Mrs. Remadevi A
IQAC Coordinator




Prof.(Dr)Anilkumar S
Principal
Prof. (Dr) ANIL KUMAR. S
Principal
MES College, Erumely









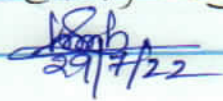





Copy to:

1. P.M Abdul Salam, Chairman MES College Erumely -
2. Adv. Muhammed Najeeb, Secretary MES College Erumely -
3. Prof.(Dr) Anil Kumar S , Principal MES College Erumely -
4. Remadevi A,IQAC Coordinator,MES College Erumely - 
5. Shamla Beegom N.S, Vice Principal MES College Erumely 
6. Betty Joseph, HOD Department of Computer Science - 
7. Jais John, Asst. Prof. ,MES College Erumely - 
8. Jisha Mol C.K ,HOD Department of Electronics 
9. Dr. Anuraj K.R, HOD Department of Economics 
10. Dr. Samseer R.H, HOD, Department of Social Work 
11. Jithesh K.S, Asst. Prof. Department of Business Administration 
12. Soumya S ,HOD PG Department of Commerce 
13. Babu Eapen Mani, Office Superintendent 

- . Ipankamma Georgekutty, President Erumely Grama Panchayat
15. Sunny Jacob, Chairman St. Mary's Rubbers, Koovappally
16. Avinash P.M, Secretary ,Alumni Association
17. Fathima Noushad, II Sem MSW student, MES College Erumely



Members Present-

1. Muhammed Najeeb KM. (Secy) 
2. Dr. Sameer R.H., B.O.D. MSW - 
3. Babu Eapenmai 
4. Fathima N. Student (MSW) 
5. JITHESH.K.S ASST. PROFESSOR. 
6. Jais John, Asst. Prof (Electronic) 
7. Soumya-S. Asst Professor Commerce 
8. Jisha C.K Associate Professor Electronics (HOD) 
9. Shemla Beegom. N.S & Vice principal 
29/7/22
10. Betty Joseph (HOD, Computer Science) 
11. Dr. Anuraj K.R (HOD, Dept. of Economics) 
29/7/22
12. P.M. Abdul Salam. 
13. Remadevi-A IGAC coordinator 
14. Theleanna Georgakiet Cr.p ERMU. 



MES COLLEGE ERUMELY

INTERNAL QUALITY ASSURANCE CELL

PLAN OF ACTION OF THE YEAR 2022-2023

- To Apply for Provisional Accreditation.
- To Conduct an Induction Programme for 1 year UG Students.
- To Strengthen SSP all Departments should conduct Bridge Course.
- To introduce more Certificate courses and add on courses.
- To conduct workshops on various topics.
- To publish a multidisciplinary journal with contribution from the academic community.
- To publish a Newsletter biyearly.
- To Conduct College level, State level and National level Seminars in association with various departments.
- To propose more industry oriented research projects and avail more public and private funding for the same.
- To plan feasible projects for the overall and measurable development of tribal Communities which are geographically adjacent.
- To convert the library fully automated and to buy more books on specialized areas that are trending as research subjects.
- To strengthen the Placement Drive by creating a database of the aptitude of students by continuous assessment, increasing their soft skills, and inviting more reputed Companies.
- To give industry focused training for students by getting industry experts as resource persons to improve placement.
- To take initiative for strengthening departmental associations.
- Conduct IPR Seminars in association with IPR Cell and Departments.
- To Strengthen Entrepreneurship capabilities of students, organize start-up training sessions in collaborations with various government and non-governmental agencies and conduct Invited talks and Experience sharing of Entrepreneurs.
- To conduct Nature camp at a Wildlife Sanctuary in association with the Department of Forest.
- To set up long-term associations with the neighboring rural communities to strengthen their social capital for improving their entrepreneurial activities.
- To set-up a Yoga Club and train the students regularly.
- To Observe International Days like Environmental day, Women's day, Legal Services Day etc.
- To publicize the best practices in Environment preservation by conducting root-level campaigns across the nearby communities.
- To conduct general medical camp, dental camp, Eye camp etc.
- To conduct orientation class for Non-Teaching Staff.
- To update the Website.
- To complete automation using D Katia software.
- To start a Gymnasium in college.
- To make the classrooms ICT Enabled.
- Construction of Volleyball, Basketball Courts.
- To Renovate the Seminar Hall.

Minutes of First IQAC meeting of the year 2022-2033

IQAC meeting of MES College Erumely was held on 29/07/2022 at 2.30 PM at Conference hall and was presided by the principal Prof.(Dr) Anil Kumar.S

Proceedings

- Meeting started with a silent prayer
- Welcome address was given by the Principal Prof.(Dr) Anil Kumar.S
- Address by Chairman and Secretary of the Management committee
- Presentation of the Action plan of the year 2022-2023

Discussions and Decisions

- Decided to apply for provisional accreditation of NAAC and to submit the documents in the second week of August 2022.
- Decided to start the work of preparing SSR of permanent accreditation immediately after submitting the procedures of provisional accreditation.
- The duty of preparing SSR for Accreditations was given to the IQAC Coordinator, Mrs. Remadevi A and Mr. Jais John, Asst. Professor, Dept. of Electronics.
- Decided to conduct a 3 days induction programme for the first year students.
- Decided to purchase more books in the library and to complete the automation process.
- Discussed about the decrease in the pass percentage and decided to take immediate remedial measures.
- According to the student member, difficulty of attending online classes, answering more questions in the new question pattern were the contributing factors of low pass percentage.

Following are the suggestions by members in order to improve the results

- Results can be improved by taking special classes, helping students to practice more question papers and making the question bank available to the students.
- Mentor - mentee system should be improved
- students should be encouraged to attend the classes
- Students with poor attendance should not be allowed to write the exam.
- Students' performance can be improved through a psychological approach. The process of collective consciousness can help.
- They should be encouraged to use library facilities in a better way.
- Student- teacher relationships should be improved.
- Encourage the students to prepare well before writing the exam.
- More student centric programs should be conducted.
- Strengthen the remedial coaching and group study.
- Decided to give more emphasis on campus Placement and also to give extensive training for interested students.
- The College Management Committee Chairman and secretary gave assurance in enhancing the facilities of the college, making the campus greener as well as adding extra facilities for physical education.
- Decided to invite quotations for three smart classrooms.

- Decided to renovate the seminar hall.
- The management offered support to fulfil the infrastructural growth in the action plan.
- The Secretary of College Management Committee offered five or six wheelchairs to the college.
- Decided to Construct new toilets for boys, to Tar the road to the Amenity Centre and to repair Coolers in different buildings.
- Mr.George John,HOD of English department has been nominated to IQAC.
- The Principal reminded that the role of each department is very important in implementing the action plan of the IQAC and should act accordingly.
- Decided to conduct an orientation class for non teaching staff.
- Decided to nominate Dr. Lourdusamy, Associate Professor & Head, Department of Mathematics, St. Xavier's College, Thirunelvely as the chief member of the External Academic Audit committee
- **Following decisions were taken to improve Department level activities**
 - Department meetings should be held once in two weeks and Minutes of the meeting should be kept accurately.
 - Each department should encourage students to strengthen various club and forum activities .
 - Department Association activities should be increased.
 - Department level best practices and extension activities should be done without fail.
 - Each department should conduct at least three major programs in a year.
 - Each department should take initiative for bridging with various companies.
 - Encourage Students and faculties to do Swayam/ NPTEL courses
 - Interdepartmental certificate courses and bridge courses should be started for the first year students. The syllabus should be uploaded on the website
- Dr.Anuraj KR,HOD,Department of Economics has been given charge to publish a multidisciplinary journal with contribution from the academic community and also to publish a biyearly Newsletter.
- Decided to give orientation classes for faculties and PG students to promote research.
- The members of the meeting wholeheartedly accepted the action plan of the year 2022 - 2023.
- The meeting ended with a vote thanks by Mrs . Shamla Beegom.