



MES COLLEGE ERUMELY

IQAC MINUTES



2023 - 2024



M.E.S. COLLEGE ERUMELY

(Approved by Govt. of Kerala & Affiliated to Mahatma Gandhi University)
A Minority Institution Certified by National Minority Education Commission

Accredited by

NAAC
NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL

B+
GRADE

Enlisted in 2(f) of UGC

INTERNAL QUALITY ASSURANCE CELL –IQAC

First IQAC Meeting Minutes for the Academic Year 2023 -2024

Date: 12th June 2023

Time: 02:30 PM

Venue: IQAC Room

Proceeding:

- Started with a silent prayer
- Welcome address was given by Mrs. Remadevi A, IQAC Coordinator
- Presidential address by Prof. (Dr.) Anil Kumar S, Principal.
- Address by P.M Abdul Salam, Chairman, College Management Committee
- Discussion
- Vote of Thanks by Mrs. Shamla Beegom N.S, Vice Principal

Agenda:

1. Feedback after NAAC Peer Team Visit

Attendees:

- Prof. (Dr.) Anil Kumar S, Chairperson & Principal
- P.M Abdul Salam, Chairman, College Management Committee
- Mrs. Remadevi A, Coordinator
- Mrs. Shamla Beegom N.S, Vice Principal
- Mrs. Sheeba Micheal, HoD, Department of English
- Mrs. Betty Joseph, HoD, Department of Computer Science
- Mrs. Jisha Mol C.K, HoD, Department of Electronics
- Mrs. Anumol Joseph, HoD, Department of Business Administration
- Mrs. Mayamol P, HoD, Department of Commerce
- Mrs. Chinchumol Chacko, HoD, Department of Social Work
- Mr. Sebastian P Xavior, HoD, Department of Malayalam
- Mrs. Preethy Sankar, HoD, Department of Hindi

Resolution:

We are accredited with a CGPA of 2.68 on a four point scale at B+ grade. The team expressed heartfelt congratulations to the management, faculty, staff, and students for their tireless efforts and dedication.

Key Discussions:

1. The Principal and IQAC Coordinator commended the collective efforts of the team, leading to the successful achievement of NAAC accreditation.
2. Members recognized the significance of accreditation in elevating the institution's reputation and fostering high-quality education.
3. The team deliberated on future strategies to maintain and enhance the institution's quality standards, ensuring continuous improvement.
4. Plans were made to organize a staff meeting and celebrate the NAAC accreditation milestone, acknowledging the team's hard work and dedication.

Action Plan:


1. Display NAAC accreditation certificate prominently.
2. Share achievement on social media, website, and newsletters.
3. Organize a formal celebration event.

Conclusion:

The IQAC meeting concluded with a sense of pride and accomplishment, reaffirming the institution's commitment to excellence.

IQAC Coordinator




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



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INTERNAL QUALITY ASSURANCE CELL –IQAC

Second IQAC Meeting Minutes for the Academic Year 2023 -2024

Date: 26th June 2023

Time: 09:30 AM

Venue: IQAC Room

Proceeding:

- Stated with a Silent prayer
- Welcome address was given by Mrs. Remadevi A, IQAC Coordinator
- Presidential address by Prof. (Dr.) Anil Kumar S, Principal.
- Address by P.M Abdul Salam, Chairman, College Management Committee
- Discussion
- Vote of Thanks by Mrs. Shamla Beegom N.S, Vice Principal

Agenda:

1. Congratulation on NAAC Accreditation

Attendees:

- Prof. (Dr.) Anil Kumar S, Chairperson & Principal
- P.M Abdul Salam, Chairman, College Management Committee
- Mrs. Remadevi A, Coordinator
- Mrs. Shamla Beegom N.S, Vice Principal
- Mrs. Sheeba Micheal, HOD, Department of English
- Mrs. Betty Joseph, HOD, Department of Computer Science
- Mrs. Jisha Mol C.K, HOD, Department of Electronics
- Mrs. Anumol Joseph, HoD, Department of Business Administration
- Mrs. Mayamol P, HOD, Department of Commerce
- Mrs. Chinchumol Chacko, HOD, Department of Social Work
- Mr. Sebastian P Xavior, HOD, Department of Malayalam
- Mrs. Preethy Sankar, HOD, Department of Hindi
- Miss. Fathima Noushad, MSW II Semester, Student Representative

- Mrs. Preethy Sankar, HoD, Department of Hindi
- Mrs. Mariyamma Sunny, President, Erumely Grama Panchayat
- Ms. Fathima Noushad, MSW II Semester, Student Representative

Objective:

To discuss the outcome, feedback, and follow-up actions after the NAAC Peer Team visit.

NAAC Peer Team Members:

- Prof. (Dr.) Siddu P Algur, Hon'ble Chairman
- Prof. (Dr.) Ramesh Chander Dalal, Hon'ble Member Coordinator
- Prof. (Dr.) Mushtaq Ahmad Wani, Hon'ble Member

Visit Details:

Date: 8th - 9th June 2023

Arrival: 7th June 2023, Misty Mountain Kuttikanam (three -day stay)

Peer Team Visit Highlights:

On 8th and 9th June 2023, the peer team visited [College Name] and conducted a qualitative assessment of the institution's academic, administrative, and infrastructure aspects.

Discussions and Decisions:

1. Logistics, Food, and Accommodation:

The college's arrangements for logistics, food, and accommodation received positive feedback from the peer team, who noted that they were well-organized and of high quality.

2. Appreciation and Acknowledgement:

The management expresses heartfelt gratitude to Principal, IQAC Coordinator, all teaching, non-teaching, technical and supporting staff for their wholehearted cooperation and dedication during the NAAC peer team visit. Their collective efforts ensured the smooth conduct of the assessment process.

The Principal expressed sincere gratitude to MES District Committee and College Management Committee for their invaluable cooperation, guidance, and support throughout the NAAC peer team visit. Their collaborative efforts significantly contributed to the success of the assessment process. The principal's Special Appreciation to IQAC Coordinator, Criterion Heads, Technical all staff members and students for their outstanding contributions to the NAAC peer team visit's success.

IQAC Coordinator expressed heartfelt gratitude to Management Committee for their unwavering support and guidance. Principal for visionary leadership and encouragement. Criterion Heads for diligent documentation and cooperation. Technical Staff for seamless support. All Teaching, Non-Teaching, and Supporting Staff for their collective efforts and dedication ensured the success of the NAAC peer team visit.

Conclusion:

The IQAC meeting concluded with implement recommendations and enhance institutional quality

IQAC Coordinator



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



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INTERNAL QUALITY ASSURANCE CELL –IQAC

Third IQAC Meeting Minutes for the Academic Year 2023 -2024

Date: 20th October 2023

Time: 02:30 PM

Venue: IQAC Room

Proceeding:

- Started with a silent prayer
- Welcome address was given by Lt. Sabjan Yoosef, IQAC Coordinator
- Presidential address by Prof. (Dr.) Anil Kumar S, Principal.
- Address by P.M Abdul Salam, Chairman, College Management Committee
- Discussion
- Vote of Thanks by Mrs. Mrs. Remadevi A, Ex IQAC Coordinator

Agenda:

1. IQAC Composition for the academic year 2023 -2024

Attendees:

- Prof. (Dr.) Anil Kumar S, Chairperson & Principal *AKS*
- P.M Abdul Salam, Chairman, College Management Committee *PMAS*
- Lt. Sabjan Yoosef, IQAC Coordinator *Sabjan*
- Mrs. Shamla Beegom N.S, Vice Principal *Shamla*
- Mrs. Remadevi A, HOD, Department of Mathematics *Remadevi*
- Mrs. Sheeba Micheal, HOD, Department of English *Sheeba*
- Mrs. Betty Joseph, HOD, Department of Computer Science *Betty*
- Mrs. Jisha Mol C.K, HOD, Department of Electronics *Jisha*
- Mrs. Anumol Joseph, HoD, Department of Business Administration *Anumol*
- Mrs. Mayamol P, HOD, Department of Commerce *Mayamol*
- Mrs. Chinchumol Chacko, HOD, Department of Social Work *Chinchumol*
- Mr. Sebastian P Xavier, HOD, Department of Malayalam *Sebastian*
- Mrs. Preethy Sankar, HOD, Department of Hindi *Preethy*

Key Discussions:

1. Member from Industry, Student Representative, Alumni Representative were suggested by the Principal
2. The Principal nominated members for IQAC Composition for the academic year 2023 -2024.
3. Discussed weaknesses and challenges described in the peer team report.
4. Discussed on AQAR Submission

Action Plan:


1. Promoting Research Culture: Discuss ways to encourage faculty and students to engage in research activities.
2. Counselling and Mentoring: Review the counselling and mentoring services provided to students and plan for improvements.
3. Extension Activities: Plan for extension activities that benefit the local community.

Conclusion:

The IQAC meeting concluded with a sense of institution's commitment to excellence.

IQAC Coordinator




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