

Members Present :-

Dr Anita Nair (Principal) ✓
Prof MB Sasidharan ✓
Dr Jeji Katreem ✓
Ms Heena Varghese ✓
Ms Indu CT ✓
Ms Daly KR ✓
Ms Hiba Rahman ✓
Ms Rahimol Ramesh ✓
Ms Deepthi Serene Jose ✓
Mr Raphael PV ✓
Dr Cini Kuriah (IcAAC coordinator) ✓

ANITA
PRINCIPAL
AL-AAMEEN COLLEGE
EDATHALA, ALUVA 683 584



Minutes of the meeting of Al-Ameen College
[CoAC held on 10 June 2016 at 1:30 pm in Board Room.

Agenda :- Hand book preparation
Bridge Course

Members present

Dr Anita Nair ✓
Sasidharan, M.B ✓
Ms Piliga & O ✓
Ms Daly KR ✓
Ms Beenukutty N Joy ✓
SINULAR, I.S ✓

Sreeja S ✓
Dr. Biju KERIM ✓

Akhila Ashokan ✓ (student representative)

The first meeting of the CoAC of the Academic year 2016-17 held on 10th June 2016 at 1:30 PM and was presided over by the Principal Dr Anita Nair

The following decisions are made

- 1) It is decided to conduct aptitude test for first-year students and design bridge course. Syllabus of the bridge course should be finalized after discussing in detail.
- 2) An intensive competitive exam training to be conducted during the academic year.
- 3) Format of the tutorial hand book should be ready by June 30th. ICoAC coordinator is entrusted to do this.
- 4) Research committee should be strengthened and Best degree project should be encouraged. Interdisciplinary approach to be incorporated.

in all degree projects to promote interdisciplinary research culture.

- 5) It is decided to collect feedback from students after each semester for staff evaluation.
- 6) Preparation of result analysis after each semester results.
- 7) Decided to conduct talk on importance of Ethics.
- 8) Decided to provide value education classes.
- 9) Decided to conduct PTA general body meeting.

The meeting concluded in half an hour.

TOAC Coordinator
Dr Cini Kurian

PRINCIPAL
AL-AIMEEN COLLEGE
ERATHALA, ALUVA 683



Minutes of the meeting of Al-Ameen college TOAC held on 30th July 2016 at 3.00 PM in conference room

Agenda = Action plan of TOAC for the Academic year 2016-17

Members Present

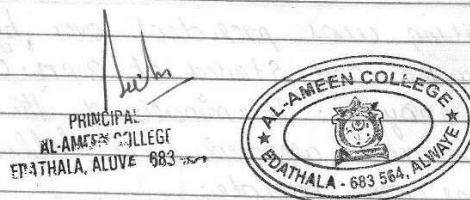
Dr Anita Nair ✓
M.B Seshachariar ✓
Ms Palipurnam ✓
Deepthi Seenu ✓
Mr Beenabees N Toy ✓
Rilga SO ✓
Mr Dileep ✓
Kale N ✓
SINVARLKS. ✓
Streya S ✓
Dr Cini Kurian ✓

The meeting was presided over by the chairperson Dr. Anita Nair and started at 3 PM with a silent prayer. The minutes of the previous were read and approved. The following decisions are made:

- 1) It is decided to convey TOAC meeting with each department to discuss the activity for the academic year 2016-17.
- 2) All the measures should be taken to supply for IONVOC study centre.

- 3) It is decided to give special leave for self-financing faculty doing research.
- 4) Best UOT projects of each academic year should be compiled and should be kept in library.
- 5) Paper presentation of the faculty members should be compiled.
- 6) Decided to conduct an anti-ragging committee meeting.
- 7) Decided to provide awareness class on anti-ragging.
- 8) Decided to provide orientation class for new admissions and their parents.
- 9) Decided to conduct a book fair.


IOAC Coordinator
Dr. Cini Kurian.

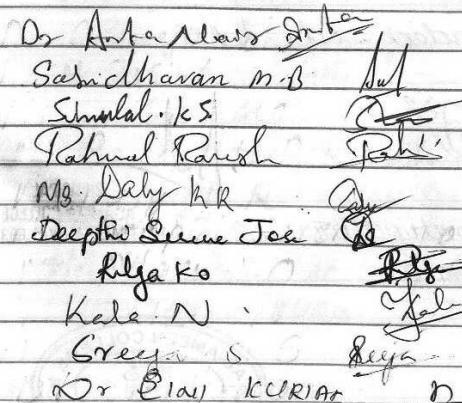
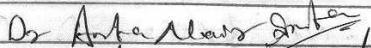


Minutes of the meeting of Al-Ameen college IOAC coordinator held on 1 September 2016 at 2:30 PM in Conference room.

Agenda :-

- 1) Academic Audit.
- 2) Submission of ACGAR for the academic year 2015-16.

Members Present


Dr. Anitha M. S. 
Sathisharan M.B. 
Shimala. K.S. 
Rahul Ravish 
Ms. Daly M.R. 
Deeptha Summa Jose 
Rilya Ko 
Kale N. 
Greya S. 
Dr. Bina Kurian 

The meeting started with a silent prayer at 2:30. The minutes of the previous meeting were read and approved.

The following decisions are made:-

- 1) As per the NAAC peer team report it is decided to give institute the BCST Researcher award. The criteria for the research award is discussed in detail. The latest format of PBAS is incorporated by Ms. Hiba Rehman, Department

of physics is entrusted to do the necessary follow up.

- 2) Preparation of ACAAR
- 3) Community extensions like SOS training should be continued.
- 4) Decided to compose a research journal
- 5) Decided to conduct an anti-drug awareness programme.

Meeting ended at 4pm.

ICAC Coordinator
Dr. Cini Kurian

PRINCIPAL
AL-AMEEN COLLEGE
EDATHA, ALUVA - 683 562



Minutes of the meeting of Al-Ameen College ICAC held on 5 October 2016 at 2:30 PM in Conference room.

Agenda :- conduct

Prepare Newsletter

To conduct Anti-drug awareness Programme

Members Present

Dr. Anita Alex

Sudha Muzham M.B

Sheeja S

Ms. Qah, KR

Sivaranj. K.S.

Ms. Rahnumol Rani

Ms. Deepthi Seenu Tose
Kale N

Ms. Beenalreza N Taji

Dr. Cini Kurian

Decisions:

- 1) Decided to conduct anti-drug awareness programme
- 2) Decided to prepare Newsletter
- 3)
- 4) Preparation of Annual report-
- 5) Discussed in detail about the common theme to accept for community extension

- 5) Research committee should intensify the activities to promote research

~~TCOAC Coordinator
Dr. Cini Kurian Kurian~~

PRINCIPAL
AL-AMEEN COLLEGE
ERATHALA, ALUVA 683 564



Minutes of the meeting of the Al Ameen college TCOAC held on 21 November 2016 at 3.30 PM in Board room

Agenda

To conduct an award ceremony

To organize a seminar on minority rights

Members Present

Dr. Anbu also Ambu

Sabithkiranam-B. Sub

Kala N

Shreya S. Sujay

Ms. Radhika Ranjith Path

SINULAL. I.S. S

Rajesh K D

Ms. Beenaalies N Jay

Dr. Daya Kecowan

The meeting started at 3.30 PM with a silent prayer. The minutes of the previous meeting was read and approved.

The following decisions are made.

- 1) Decided to conduct an award ceremony for the excellence in various fields.
- 2) Decided to organize Seminar on minority rights.
- 3) Decided to conduct Academic Audit and preparation of Annual Report.
- 4) TCOAC coordinator made a detailed power point presentation about NAAC accreditation format.

TCOAC Coordinator
Cini Kurian