

Minutes of the meeting of Al-Ameen College
IOAC held on 15 June 2017 at 3:00 PM
in Board Room

Agenda:-

To conduct an induction programme

Members present:-

Dr Anila Nair Ans
Sreya S Srey
Ms. Daly K Dk
Ms. Deepthi Seenu Deep
Ms. Beena Luis N Joy Bes
SINVARATK SJ
Kale N Kale
Dr. Clay Kurian Clay

Akhila Ashokan (Student Representative) Akh

The first meeting of the IOAC of the Academic year 2017-18 held on 15 June 2017 at 3:00 PM and was presided over by the Principal Dr Anita Nair.

The following discussions are made

- 1) It is decided to collect feedback from students after each semester for staff evaluation.
- 2) Decided to prepare newsletter
- 3) Introduction of E-Governance cell
- 4) Preparation of annual report.
- 5) Preparation of result analysis of each semester results

- 6) Decided to conduct PTA general body meeting
- 7) Planned to conduct an induction program.
- 8) Planned to organize seminar on repentance and forgiveness

The meeting concluded in one hour

IOAC Coordinator
Dr Cini Kurian

PRINCIPAL
AL-AIMEEN COLLEGE
EDATHALA, ALUVA 683 564



Minutes of the meeting of Alameen college
ICAC held on 28 July 2017 at 3:00 PM
in conference room.

Agenda :- Action plan of ICAC for the academic year 2017-18

Members Present

Dr. Anitha Nair Anitha
M.B. Seshadharan Sul
Sreeja S Sreeja
Ms. Rilga K O Rilga
Ms. Architha Architha
Ms. Rahnuma Rahnuma
Ms. Beulalius A I Beulalius
Dr. Elanguricceron Elanguricceron

The meeting was presided over by the chairperson Dr. Anitha Nair and started at 3 PM with a silent prayer. The minutes of the previous was read approved.

Following decisions are made

- 1) Decided to conduct an anti ragging committee meeting
- 2) Decided to provide awareness class on anti ragging
- 3) Decided to provide orientation class for new admission

- 4) planned to organize an awareness programme on entrepreneurship development
- 5) Decided to conduct an award ceremony for toppers of all department.
- 6) Decided to organize post graduate research contest.
- 7) Preparation of AACR
- 8) Decided to collect feed back on curriculum from numerous stakeholders and change is given to Ms Rilga K O Department of Mathematics.

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ICAC Coordinator
Dr. Cini Kurian

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Minutes of the meeting of Al-Ameen College
JCOAC held on 6 September 2017 at 2.30PM
in Conference room.

Agenda

- i) Academic Audit
- ii) Submission of ACOAR

Members present

Dr Anbu Adva *[Signature]*
Sathisharan M Basul *[Signature]*
Kale N *[Signature]*
Ms Deepthi Samu *[Signature]*
Ms Dely RR *[Signature]*
SINOL ALIKS *[Signature]*
Mr Rajan K O *[Signature]*
Dr Cini Kurian *[Signature]*

The meeting started at 2.30 with a silent prayer. The minutes of the previous meeting was read and approved.

The following decisions are made

- 1) JCOAC coordinator is entrusted to discuss with each department about the new accreditation framework and to check out an action plan.
- 2) Submission of ACOAR
- 3) Decided to provide a platform for interaction with transgenders
- 4) Decided to conduct an anti-drug awareness programme.

- 5) Decided to initiate academic audit, formal for the same is presented by the JCOAC Coordinator.
- 6) Questionnaire for feedback on curriculum is presented in the meeting

Meeting ended 3.15 PM

[Signature]

JCOAC Coordinator
Cini Kurian

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Kerala, India



Minutes of the meeting of Al-Ameen
college & TQAC held on 1 November 2017.
at 2.30 PM in Conference room.

Agenda :-

ISSN Discussion
Minority cell Formation

Members Present

Dr Anbu Deva ~~Anbu~~
Sambatharan MB ~~Tal~~
Mr. Paenulvis M Jay ~~(B)~~
Kale N ~~Kale~~
Mr. Dely ~~b~~ ~~D~~
Streete S ~~Shreya~~
Siwualik S ~~S~~
Ms. Rilga K O ~~Rilga~~
Dr Cini Kurian ~~D~~

Decisions

- 1) Decided to apply for RNI registration as the preliminary step of ISSN approval. Dr. Neji Latheef, Department of Chemistry is entrusted to do it.
- 2) Preparation of annual report
- 3) Decided to organize a talk on minority cell
- 4) It is decided to form a committee with an external expert for academic credit

5) Decided to prepare a detail analysis report about the activities to be initiated in view of the new accreditation framework.

6) Analysis report of student feedback on curriculum is discussed and following suggestions were noted for forwarding to BOS.

- 1) Need OIT as a part of syllabus
- 2) Need to include application oriented subjects in syllabus
- 3) More practical oriented topics to be included in syllabus.
- 4) Syllabi of most streams were not requirement based

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TQAC Coordinator
Dr Cini Kurian

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