



# POCKER SAHIB MEMORIAL ORPHANAGE COLLEGE

(AFFILIATED TO UNIVERSITY OF CALICUT; RE ACCREDITED AT 'A' GRADE BY THE NAAC)

SAUDABAD, TIRURANGADI, MALAPPURAM, KERALA-676 306

T : 0494 2460335; Email: mail@psmocollege.ac.in; Web: www.psmocollege.ac.in

Dr. K. Azeez, Principal

M: 7510782005

E: principal@psmocollege.ac.in

Ref.

26-09-2019

## Proceedings of the Internal Quality Assurance Cell (IQAC), PSMO College Tirurangadi in respect of the meeting of the cell held on 26-09-2019.

As per the notice circulated among the members of IQAC regarding the quarterly meeting of the cell, a meeting of the cell was held in the College seminar hall to discuss various agenda related to quality Assurance in the institution and different decisions were made. This proceeding of IQAC is meant to communicate these decisions, as mentioned below with all stakeholders of the college.

1. Minutes of the last IQAC Meeting were read and the implementation of the same was analyzed.
2. Criteria wise discussion on the NAAC revised guidelines were conducted. It was suggested to assign the charge of each criterion to one IQAC member. The member has to formulate separate committees to work on the criteria. Seven separate committees were drafted in this regard and seven members were given the charge.
  - i. Committee on Curricular aspects - Ms Saleena
  - ii. Committee on Teaching, Learning and evaluation - Dr. Aneesh M H
  - iii. Committee on Research, Innovation and Extension - Dr. Shibnu S
  - iv. Committee on Infrastructure and Learning resources - Ms. Muneera P O
  - v. Committee on Student Support and Progression - Dr. Sreesha C H
  - vi. Committee on Governance, Leadership and Management - Mr. Abdul Samad K
  - vii. Institutional values and Best Practices - Dr. Baburajan
3. It was also decided to accelerate the institution of the committees and to begin the functioning of the same. The committees would have to discuss the relevant points under the criteria on the basis of the key indicators and present the same in the next IQAC meeting.
4. Revised guidelines on AQAR submission were discussed and it was decided to enhance the work for the preparation of AQAR for the year 2018-19
5. The college has already registered for India Ranking 2020. The NIRF committees would coordinate the work on data uploading for IR 2020.
6. It was decided to conduct a workshop on 'MOOC e-content Preparation' on 9th October 2019. Dr. Muhammedunni Alias Musthafa was chosen as the resource person.

  
IQAC Coordinator





PRINCIPAL

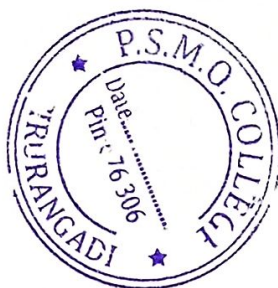
**Dr. AZEEZ. K**  
*Principal*  
**P.S.M.O. COLLEGE**  
**TIRURANGADI-676 306**

URANGADI

2/09/2019

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Ref.

30-10-2019

## Proceedings of the Internal Quality Assurance Cell (IQAC), PSMO College Tirurangadi in respect of the meeting of the cell held on 30-10-2019.

As per the notice circulated among the members of IQAC regarding the quarterly meeting of the cell, a meeting of the cell was held in the College Seminar Hall to discuss various agenda related to quality Assurance in the institution and different decisions were made. This proceeding of IQAC is meant to communicate these decisions, as mentioned below with all stakeholders of the college.

1. Minutes of the last IQAC Meeting were read and the implementation of the same was analyzed.
2. A detailed schedule for conducting presentations on various key indicators by the committee heads of each key indicator was made. It was also decided the sitting of these committees in the month of October 2019 itself.
3. Farewell was given to Mr. Nissamudheen Kunnath, IQAC Coordinator, who is leaving to attend the pre-commission course to NCC officers at Officers Training Academy (OTA), Kampti, Nagpur, Maharashtra from 04 November 2019 to 01 February 2020. Dr. Shibnu S, Head, Department of Economics, was nominated as the interim coordinator of IQAC.

IQAC Coordinator

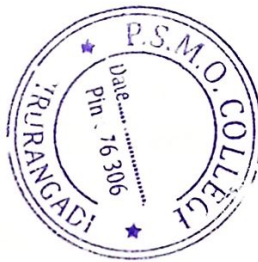
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TIRURANGADI

31/10/2019

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Ref.

02-03-2020

## Proceedings of the Internal Quality Assurance Cell (IQAC), PSMO College Tirurangadi in respect of the meeting of the cell held on 02-03-2020.

As per the notice circulated among the members of IQAC regarding the quarterly meeting of the cell a meeting of the cell was held in the College seminar hall to discuss various agenda related to quality Assurance in the institution and different decisions were made. This proceeding of IQAC is meant to communicate these decisions, as mentioned below with all stakeholders of the college.

1. Minutes of the last IQAC Meeting were read and the implementation of the same was analyzed
2. Heads of various committees presented the scope and opportunities of the institution in each category of key indicators based on the SWOT analysis they conducted through various sittings. Heads of these committees also submitted reports on various amenities to be implemented in their relevant committee area so as to improve the quality aspect of the institution. Most of these suggestions were accepted and a mode of operation for their implementation was finalized.
3. Purchase committee in respect of the DST-FIST programme was constituted with Dr. Ahammed shareef PA, Assistant Professor, Department of Zoology, Dr. Nissar P, Assistant Professor, Department of Commerce, Dr. Prajitha Kumari, Department of Chemistry being members and Dr. K Azeez, Principal, being chairman. It was also decided to send Dr Shareef and Dr. Nssaar P to Kerala IT mission, Trivandrum, for training in E TENDER procedure.
4. Amidst the outbreak of covid-19 pandemic, the necessity for strengthening the digital resource repository for teaching learning process of the college was taken as a serious issue by the IQAC. To cope with the situation, it was decided to implement the following.
  - i) The digital E-content repository is to be strengthened.
  - ii) The learning management system(LMS) is to be strengthened.
  - iii) If required, implementation of other LMS like Google Classroom may be enhanced.
  - iv) The scope of the implementation of digital classrooms in association with TATA consultancy services (TCS) came into discussion. The IQAC coordinator was assigned to study the matter in detail and a discussion on the matter is to be conducted after one week
5. It was also decided to conduct a farewell party to the retiring teaching and non-teaching staff members in the last week of March. The programme was decided to be conducted in association with the staff club.

IQAC Coordinator



PRINCIPAL

Dr. AZEEZ. K  
Principal

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TRURANGADI

5/03/2020

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