

IQAC MINUTES

NOTICE

A meeting of the IQAC will be held in the IQAC management room on 17-3-2016 at 3:00 PM. All IQAC members are required to attend the meeting, in time.

Tirurangadi
15-3-2016.

Nissamudeen Kunmath.
Coordinator, IQAC

1. Dr. P M Alavikutty, Principal
2. Nissamudeen Kunmath, Co-ordinator, IQAC
3. Dr. Anresh MH
4. Prof. Abdul Majed KM, Head, PG dept. of Physics.
5. Dr. PP Abdul Razack.
6. Prof. KP Jamaludheen, Head, Dept. of English.
7. Dr. Mujeeb Rahman, Head, Dept. of Zoology
8. Dr. Musthafaanand, Head, Dept. of Botany
9. Prof. K Musthafa.
10. Mr. Ahammed Kodith, So. sprab.

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IQAC Coordinator
NISSAMUDEEN KUNNATH
Asst. Professor
PG Dept. of Physics
PSMO College, Tirurangadi

A meeting of the IQAC members were held at the IQAC management room as per the notice circulated.

The agenda of the meeting:

1. Discussions on the NAAC Peer team recommendations.
2. Necessity to conduct an all staff and students meeting to convey the NAAC peer team recommendations and the major ideas developed from the IQAC meeting for the implementation of the same. Any other matter decided by the chairman.

The following members attended the meeting:

1. Dr. PM Abukkatty
2. Nizamudddeen Kunmath.
3. Dr. Anush MH
4. Prof. Abdul Majed KM
5. Dr. PP Abdul Razack
6. Prof. KP Jamakudheen
7. Dr. Mujeeb Rahman
8. Dr. Musthafaamad.
9. Prof. K Musthafa
10. Mr. Ahammed Kodath

~~DR. P.M. ABUKKATTY~~
~~DR. NIZAMUDDINEE KUNMATH~~
~~DR. ANUSH MH~~
~~PROF. ABDUL MAJED KM~~
~~DR. PP ABDUL RAZACK~~
~~PROF. KP JAMAKUDHEEN~~
~~DR. MUJEEB RAHMAN~~
~~DR. MUSTHAFAMAD.~~
~~PROF. K MUSTHAFAA~~
~~MR. AHAMMED KODATH~~

Decisions of the meeting:

1. Review of Assessment and Accreditation result of the College - 2nd cycle and NAAC Peer team observations. The IQAC chairman and Principal congratulated all the members and staff for college being accredited with 'A' grade in the second cycle of accreditation with the CGPA of 3.02. The suggestions as indicated by the NAAC Peer team members were also discussed and steps to achieve the same were initiated. Further it was decided to have a get-together party for achieving NAAC 'A' grade.

2. Department level Action Plan:

The IQAC chairman enquired the possibility of constituting a committee with all HOD Heads of all the departments being the members to review and submit the possible action plan of the departments for the upcoming academic years. The action plan should be included in the College Calender and the prioritized

of the same and its implementations should be revised twice in an year.

3. The chairman delegated the coordinator to review the data collection of the relevant current years for the preparation of AQAR for the upcoming year in the begining of the academic year itself.

4. It is decided to organize syllabus Veridication workshops in each and every department in the month of May, preferably, immediately before the commencement of the academic year. An Academic plan is to be prepared for every semester by each departments in consultation with the governing council and staff club general body the college can also think of implementing a teachers pedagogy report for the effective implementation of the academic plan.



Dr. AZEEZ. K
Principal
P.S.M.O. COLLEGE
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R.K.
Chairman
TQAC Coordinator

NISSAMUDEEN KUNNATH
Asst. Professor
P.G Dept. of Physics
PSMO College, Tirurangadi

NOTICE

A meeting of the IQAC will be held at in the IQAC Management room on 16-June 2016 at 10:30 am. All IQAC members are requested to attend the meeting without fail.

Tirurangadi
10-06-'16

Nissamudeen Kunath
Coordinator IQAC

Agenda:

1. Updation of the 32 NAAC files, for the upcoming Academic year.
2. Review of the department wise result for the past year.
3. Data updation and data collection for the preparation of AQAR for the year 2015-16
4. Any other relevant matters permitted by the chair.

IQAC Members:

1. Prof. N Abdul Rahman, Principal & IQAC chairman.
2. Nissamudeen Kunath, Coordinator IQAC
3. Dr. Anusha MH
4. Prof. Abdul Majed KM, HOD, Physics
5. Dr. PP Abdul Razack
6. Prof. KP Jamaludheen
7. Dr. Mujeeb Rahiman
8. Dr. Musthakannan
9. Prof. Musthafa K
10. Mr. Ahammed Koothath

IQAC Coordinator:
NISSAMUDEEN KUNNATH
Asst. Professor
HOD Deptt. of Physics
PSMO Coll. Tirurangadi

Minutes of the meeting of IQAC cell of PSMO college Tirunangadi held at IQAC management room on 16-06-'16 at 10:30 am.

A meeting of the IQAC was held on 16-06-'16 at 10:30 am in the IQAC room as per the notice circulated. The following members attended the meeting

1. Prof N Abdul Rahman
2. Mr. Alessamuddeen Kunmath
3. Dr Anersh MH
4. Prof. Abdul Majood KM
5. Prof KP Jamaludheen
6. Dr. PP Abdul Razack
7. Dr. Musthafaamad
8. Dr. Mujeeb Rahiman
9. Prof Musthafa K
10. Mr. Ahammed koolath.

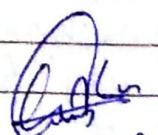
Decisions of the meeting:

1. The chairman employed the coordinator, IQAC to review the upilation of the NAAC files. The files are to be visited by the HOD of each department once in a couple of months.
2. The available results of the university examinations are to be analysed departmentwise. A result analysis diary is to be prepared and kept in each department. The chairman has agreed to inform this decision in the next meeting of the College Council. The head of the department will be directed to prepare the result analysis and keep it in the department.
3. The duty of collecting data for the preparation of AQAR was given to the coordinator, IQAC. The coordinator will communicate the heads of each department for the collection of data as well as relevant information for the preparation of AQAR.
4. A teachers work diary should be provided to each teaching faculty for the recording of work plan, arrangement of work and teaching pedagogy. Prof. KM Ahammed kutty HOD, Dept. of Statistics is assigned to prepare the format of the work diary. The work diary should reach the teachers by the end of June.

5. The IQAC in its discussion stressed up on the need of promoting research among faculty members and in the department level. Research in the newly approved research centre in the department of chemistry should be facilitated. A committee headed by the head, dept. of zoology with heads of all science departments being members is constituted to app propose a proposal for DST-FIST
6. The cell requested the chairman to take immediate steps so as to release the teachers work diary and College Calender in the month of June itself.
7. The cell also recommended the formation of Academic monitoring cell formation in each department.
8. It was also decided to encourage and promote the participation of faculty members in professional enhancement courses including orientation program and refreshers courses.



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IQAC Co-ordinator
NISSAM DEEEN KUNNATH
A Professor
P.G. of Physics
PSMO.C., 10, Thurasingal

NOTICE

A meeting of the IQAC is scheduled from 3:00 PM onwards in the IQAC management room on 6-10-16 Thursday. All members are requested to attend the meeting on time.

Tirurangadi
28-09-'16


Nissamudeen Kunmath.
Co-ordinator, IQAC

Agenda:

1. Reading of the previous minutes.
2. Facilitation of application for research projects by faculty members and proposal to UGC for sponsorship of national Seminars in various disciplines.
3. Research among newly appointed faculty members.
4. Internal examinations for running semesters.
5. Review of online feed back system.

IQAC members:

1. Prof. N Abdul Rahman.
2. Mr. Nissamudeen Kunmath.
3. Dr. PP Abdul Razak.
4. Dr. Anesh MH.
5. Mr. K P Jamaludheen
6. Mr. Abdul Majed KM.
7. Dr. Mujeeb Rahman.
8. Dr. Musthafaanand
9. Mr. Musthafa K.
10. Mr. Athammed Koopath.


IQAC Co-ordinator
NISSAMUDEEN KUNNATH
Asst. Professor
PG Dept. of Physics
PSMO College, Tirurangadi

Minutes of the meeting of the IQAC held on 06-10-16 in the IQAC management room.

A meeting was held in the IQAC room on 6-10-16 as per the notice circulated. The following members attended the meeting.

1. Prof N Abdul Rahman.
2. Mr. Nissamuddinen Kunath.
3. Dr. PP Abdul Razak.
4. Dr. Anasch MH.
5. Ms. KF Tariquldeen.
6. Ms. Abdul Majed KN.
7. Dr. Muhammedanand PH.
8. PT. P Mysub Rahman.
9. Mr. Musthafa K.
10. Mr. Ahammed Koilath.

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Decisions of the meeting based on the discussions on the items in the agenda.

1. The minutes of the previous meeting was read. The decisions of the last meeting were reviewed, and the implementation of the same was analysed.
 2. From the discussions of the cell it is decided to promote research and related activities among the faculty members. The following decisions were made in this regard.
 - ⇒ Research is to be encouraged among newly appointed faculty members. Those faculty members who do not hold a PhD should be encouraged to register for PhD.
 - ⇒ Steps are to be taken in the department level in order to apply for major and minor research project scheme. At least one project proposal should be prepared from each department.
 - ⇒ Delegation of PG students to prestigious institutes of the nation like IISER, IITs etc should be promoted for PG Students.
 - ⇒ Application for sponsorship in conducting national seminar by UGC, KSCSTE etc should be enhanced.
- The cell assigned the chairman to convey this decision to the dept heads and college council in the upcoming meeting of the council.

3. Internal examination:

From the discussions of the cell it is decided to conduct *centralised internal examination besides the department level sessions twice in an annum so that at least one centralised internal is ascertained for each during each semester. An exam cell is instituted in this regard to facilitate the internal examination. The cell is headed by Prof. KM Abdul Majed, HOD of Physics with Mr. Muhammed Shafi, Asst. Prof. of Maths and Mr. Subair M, Asst. Prof. Maths being members. Facilities for online examination. Computer based examination are to be enhanced in the campus. The cell will review the present infrastructure and environment for the same and will present a report to IQAC in a couple of week time.

4. The online feed back system present in the TCS (Total Campus Solution) is to be reviewed by analysing the present questionnaire, mode of operation of the same. The IQAC co-ordinator is assigned to study the case by consulting the system with students and teachers and make necessary modifications. Mr. Kunhalamm A, System Manager, NTRC-UGC-NWRC and Mr. Subair P, Asst. Prof. of Ariabsc will help the IQAC co-ordinator in this regard.

5. A manual feed back may be taken from all departments, if the implementation of new questionnaire in the website and TCS take much more time.



~~Dr. AZEEZ. K
Principal~~

Dr. AZEEZ. K
Principal
P.S.M.O. COLLEGE
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Azees
IQAC Co-ordinator.

NISSAMUDEEN KUNNATH
Asst. Professor
PG Dept. of Physics
PSMO College, Tirurangadi

Notice

A meeting of the IQAC will be held in the IQAC management room on 6-02-2017, Thursday at 2:30 PM. Kindly be present for the meeting on time.

Tirurangadi

01-02-2017

Nissamudeen Kunath,
Coordinator, IQAC

Agenda:

1. Presentation of AOAR for the last year in the cell for approval.
 2. Reading of the previous minutes.
 3. Farewell to retiring members of IQAC and reconstitution of IQAC team.
- A. Discussion on AIA Audit.

IQAC members:

1. Prof. N Abdul Rahman
2. Mrs. Nissamudeen Kunath
3. Dr. PP Abdul Razak
4. Prof. Abulf Majed KM
5. Dr Anas M H
6. Dr. Musthafaathand PH
7. Prof. Musthafa K.
8. Dr. Mujeeb Rahman
9. Prof. KP Jamaludheen
10. Mr. Athammard koothath.

IQAC Co-ordinator

NISSAMUDEEN KUNATH
As. Professor
PG Dept. of Physics
PSMO College, Tirurangadi

Minutes of the IQAC meeting held at IQAC room
on 06-02-17 at 2:30 PM.

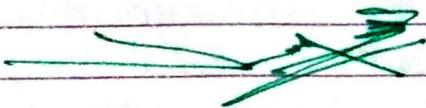
A meeting of the IQAC was held in the IQAC room on 06-02-17 at 2:30 PM as per the notice circulated. The following members attended the meeting:

1. Prof. N Abdul Rahman.
2. Mr. Nissamuddien Kunath.
3. Dr. PP Abdul Razack.
4. Dr. Anresh MH.
5. Mr. Musthafa K.
6. Mr. Abdul Majeed KM
7. Dr. Musthafa Kamand PH
8. Dr. Mujeeb Rahman.
9. Prof. KP Jamaludheen
10. Mr. Ahammed Koolath.

The following decisions were made in the meeting.

1. The co-ordinator, IQAC presented the AQAR for the year 2015-'16 in the cell and was approved with slight modification. It is decided to submit the AQAR to NAAC, Bangalore in a week time.
2. Minutes of the previous meeting was read and assessment of the same was made.
3. Farewell was given to retiring members of the IQAC including the chairman and principal Prof. N Abdul Rahman. The chairman asked the existing members at the cell to continue till the new principal being appointed. The IQAC co-ordinator was asked to analyse the norms and guidelines of the UGC for the constitution of IQAC in colleges and re-structure the cell immediately after the appointment of the new principal as the chairman of the cell.
4. It is also decided to conduct an administrative and academic audit in the college as a whole and in various departments and library separately. A committee for the same is constituted with chairman IQAC being the head and one representative from management, co-ordinator IQAC and an external expert being nominated by the chairman being members. The audit team will have to visit each

department, library and college office, analyse the functioning of various clubs, NSS, NCC etc., and make their comments the all staff meeting. The visit may be conducted in the first week of march.



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I.A.T.C. Co-ordinator
NISSAMUDEEN KUNNATH
Asst. Professor
POTENTIAL of Physics
PSMO College, Tirurangadi

Action Taken Report of IQAC – AY 2016-'17

Plan of Action	Achievements
Participation of faculty members in the Professional Development Programmes conducted by UGC- HRDC may be encouraged	Seven faculty members attended specific refresher courses, six faculty members attended orientation programmes, two faculty members each attended special summer schools and other HRD programmes conducted by various UGC-HRDs in and out of the state, this year.
Paper presentations/participation in international/national seminar may be encouraged.	Most of the faculty members attended at least one National seminar in the last academic year.
In order to cater to student diversity and hence to improve the standards of learning the functioning of various schemes like Walk with a Scholar, Scholar Support Programme etc are to be improved	IQAC monitors the activities of WWS and SSP
Remedial Coaching programme should be strengthened	Remedial coaching classes are conducted regularly
Students should be made aware of all kinds of scholarships available to them and should be encouraged to apply for them. Regular monitoring of the sanction of the scholarships and the amount received should be done	The college already have a Scholarship nodal officer, his activities are decentralized by instituting department wise scholarship cell. This has improved the effectiveness of scholarship related activities
Use of library and general reading may be encouraged by giving seminars/presentations/debates in general topics.	Some of the departments are conducting quizzes and debate competition on contemporary issues.
In order to improve the Science and Technology infrastructure the college, with the joint initiative of all the Science departments should file for a DST – FIST application. If the fund is sanctioned a research complex may be set up.	A Research Advisory Committee, headed by HODs, and other faculty members are functioning effectively in the college.
Projects of Post graduate students of other institutions may be undertaken by faculty members. They can use the facilities of the laboratories and nominal fees may be charged from the students.	Projects of Post graduate students are undertaken by faculty members.
Research among the faculty members should be encouraged in all possible manner.	Under the constant support of IQAC some faculty members has applied for FDP, some other members have registered in the part time category. Some of the faculty members have applied for major and Minor research projects. Newly approved research centre of the Dept. of Chemistry has started its intake

Employment Information Cell may take serious steps to conduct more number of campus recruitment drives.	Students have been given opportunity to participate in recruitment drives organised by different agencies at the college and university level.
Participation of students in competitions conducted by other institutions and agencies may be improved	Many of the students have won prices in various competitions held by other institutions and agencies. The college received overall first in the university 'C'- zone arts festival.
IQAC promoted the use of ICT enabled facilities in the institution	The use of ICT has been improved. The digital resources of the library was enriched by receiving contribution from students and teachers.
Initiatives to improve the additional skill acquisition of students, the college may host study centre of part time professional courses of Govt. approved professional bodies	The college has signed an MOU with State Recourse Centre (SRC), an agency under Govt. of Kerala and decided to conduct part time professional courses from the current academic year onwards The College offers regular and vacation batches of Additional Skill Acquisition Programme (ASAP), offered by the Govt. of Kerala.

Abdurahiman. N
Associate Professor in charge
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