



# GOVERNMENT COLLEGE KASARAGOD

Vidyanagar P. O., Kasaragod 671123  
(Affiliated to Kannur University)

[www.gck.ac.in](http://www.gck.ac.in)

NAAC Re-Accredited with A Grade (CGPA: 3.02)

Email: [principal@gck.ac.in](mailto:principal@gck.ac.in)

[igac@gck.ac.in](mailto:igac@gck.ac.in)

Tel. 04994-256027

---

## Internal Quality Assurance Cell

Minutes of the meeting of IQAC

No. IQAC/2018-19/01

Date and Time: 01/06/2018, Time: 3:30 PM

Venue: IQAC Room

### Agenda

1. Review of activities of the academic year 2017-2018
2. Planning for the current academic year.
3. Submission of plan fund proposals for upgradation and quality enhancement.
4. AISHE 2019 participation.
5. NIRF 2019 participation.
6. MIS Implementation.
7. Steps to improve the academic profile and outreach of the college under the ACCESS scheme.
8. Other items allowed by the chair.

### Members Present:

1. Dr Aravind Krishnan K (Principal)
2. Dr Jijo P. U.
3. Dr A. L Ananthapadmanabha (RUSA Coordinator)
4. Dr Rashakrishna N.

5. Dr Manoharan A. N.
6. Dr Pushpaletha P.
7. Smt. Ayshath Fasna T. P.
8. Sri. Suhail T. P.
9. Sri. Balasubramanyam (Sr. Supt.)

**Decisions:**

1. The meeting approved the academic calendar for the year 2018-19.
2. The meeting entrusted the IQAC Coordinator to submit the proposals under the plan fund under the heads of CIUP, EEP, College Renovation Proposal for NAAC Visit and the Proposal for Centre of Excellence.
3. The meeting decided to nominate the name of Shri. Gopinathan Nair A, Assistant Professor of Geology as the Coordinator for AISHE 2019.
4. The meeting entrusted the IQAC Coordinator to lead the NIRF 2019 Data Collection and submission.
5. The meeting reviewed the implementation of the MIS software and recommended training to faculty and non-teaching staff for the smooth implementation of the same.
6. In order to improve the institutional best practices of the college under the ACCESS scheme, the meeting suggested taking up further academic extension activities under the HSSTP scheme of the Department of Higher Secondary Education, Government of Kerala. The meeting entrusted the coordinator to discuss the matter with various departments in the college council.
7. Decided to conduct a workshop for digital content creation for faculty in collaboration with the EMMRC, Mysore University, and decided to recommend the name of Dr Balakrishna B M, Assistant Professor of Kannada as the Coordinator.



  
**Dr. Jijo P. U.**  
**PEN: 600784**  
**Associate Professor**  
**Government College Kasaragod**  
**Vidyanagar Post - 671123.**



# GOVERNMENT COLLEGE KASARAGOD

Vidyanagar P. O., Kasaragod 671123

(Affiliated to Kannur University)

[www.gck.ac.in](http://www.gck.ac.in)

NAAC Re-Accredited with A Grade (CGPA: 3.02)

Email: [principal@gck.ac.in](mailto:principal@gck.ac.in)

[igac@gck.ac.in](mailto:igac@gck.ac.in)

Tel. 04994-256027

---

## Internal Quality Assurance Cell

### Minutes of the meeting of IQAC

No. IQAC/2018-19/02

Date and Time: 02/11/2018, Time: 10:30 AM

Venue: IQAC Room

### Agenda

1. Organisation of the workshop on e-Content Development
2. NIRF 2019 Data Preparation.
3. AISHE 2019 Data Preparation.
4. Institutional Development Plan (IDP) review.
5. NAAC accreditation process review.

### Members Present

1. Dr Aravind Krishnan K (Principal)
2. Dr. Jijo P. U.
3. Sri. Sajith Dhanapalan, Sr Supdt.
4. Sri. Vijayan K
5. Dr Rema M
6. Dr V S Anilkumar
7. Sri Manoj Chathoth

8. Dr A N Manoharan
9. Sri Abdul Khader B H
10. Dr Sijin Kumar A V
11. Prof. V Gopinathan
12. Mr Suhaib K V

The chair welcomed the new IQAC team and briefed them about their responsibilities. The meeting concluded by 12:15 PM and the following decisions were made:

#### **Decisions**

1. The meeting reviewed the progress of the e-Content workshop preparation and recommended organising an orientation programme for the faculty in this regard.
2. The meeting approved the proposed dates of conduct of the workshop, viz. December 13-15, 2018.
3. The meeting reviewed the data collection process for the NIRF 2019 and recommended the use of online surveys to collect student placement data.
4. The meeting viewed the data collection process for the AISHE 2019 and recommended the timely submission of data.
5. The meeting reviewed the present status of institutional development plans submitted before the KIIFB, KDDP, and other supporting agencies.
6. The meeting reviewed the status of the NAAC accreditation process and accepted the proposal submitted by the IQAC Coordinator before the college council for speeding up the process.
7. The meeting suggested the formation of a sub-committee for the NAAC accreditation process with one member each from all departments. The meeting entrusted the IQAC coordinator for presenting the same before the college council.



  
**Dr. Jijo P. U.**  
PEN: 600784  
Associate Professor  
Government College Kasaragod  
Vidyanagar Post - 671323



**Vidyanagar P. O., Kasaragod 671123**

**(Affiliated to Kannur University)**

[www.gck.ac.in](http://www.gck.ac.in)

**NAAC Re-Accredited with A Grade (CGPA: 3.02)**

Email: [principal@gck.ac.in](mailto:principal@gck.ac.in)

[iqac@gck.ac.in](mailto:iqac@gck.ac.in)

Tel. 04994-256027

---

**Internal Quality Assurance Cell**

**Minutes of the meeting of IQAC**

**No. IQAC/2018-19/03**

**Date and Time: 22/03/2019, Time: 2:30 PM**

**Venue: IQAC Room**

**Agenda**

1. **Planning for the next academic year.**
2. **Constitution of screening committees for Faculty Placements under the UGC VII Pay Guidelines.**
3. **Review of the student feedback survey.**
4. **Submission of the pending AQAR and preparation of NAAC SSR.**

**Members Present**


1. Dr Aravind Krishnan K (Principal)
2. Dr. Jijo P. U.
3. Sri. Sajith Dhanapalan, Sr Supdt.
4. Sri. Vijayan K
5. Dr V S Anilkumar
6. Sri Manoj Chathoth
7. Dr A N Manoharan
8. Sri Abdul Khader B H
9. Dr Sijin Kumar A V
10. Prof. V Gopinathan

**Decisions:**

1. The meeting approved the proposal for the next financial year submitted by the IQAC Coordinator.
2. IQAC decided to constitute a scrutiny committee for faculty placements and

3. The meeting reviewed the AQAR and NAAC Accreditation process status.
4. The meeting approved the proposal made by the IQAC coordinator for FY 2019-20 for a total of Rs. 11 Lakhs.
5. The meeting also approved the proposals for CIUP and EEP prepared by the coordinator and recommended the same be submitted before the college council.
6. Decided to conduct the student feedback survey and analysis.
7. Decided to continue the Fedena MIS services and recommended better customisation.



  
**Dr. Jijo P. U.**  
**PEN: 600784**  
**Associate Professor**  
**Government College Kasaragod**  
**Vidyanagar Post - 671123.**



# GOVERNMENT COLLEGE KASARAGOD

Vidyanagar P. O., Kasaragod 671123

(Affiliated to Kannur University)

[www.gck.ac.in](http://www.gck.ac.in)

NAAC Re-Accredited with A Grade (CGPA: 3.02)

Email: [principal@gck.ac.in](mailto:principal@gck.ac.in)

[igac@gck.ac.in](mailto:igac@gck.ac.in)

Tel. 04994-256027

Internal Quality Assurance Cell

## Action Taken Report

1. Approved academic calendar and academic plan for the academic year.
2. Constituted a screening committee for faculty placements.
3. A training class was given to all department heads for the implementation of the MIS.
4. Conducted a Three-Day Workshop on e-Content Development in Collaboration with the EMMRC, Mysore University during December 13-15, 2018.
5. Prepared a master plan for the academic year and submitted viable components for funding from the government.
6. Participated in the NIRF 2019.
7. Participated in the AISHE 2019.
8. IQAC implemented the ACCESS scheme for the institutional best practices and the Department of Economics came forward to organise HSSTP Faculty Development Programme for the Higher Secondary Teachers in Economics, selected from all over the state.



**Dr. Jijo P. U.**  
PEN: 600784  
Associate Professor  
Government College Kasaragod  
Vidyanagar Post - 671123.