

No: IQAC/2016/019

Mannam Memorial NSS College, Kottiyam

Dated 19/12/2016

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on 20th December 2016.

The agenda of the meeting will be the following:

Agenda

- Successful submission of AQAR
- Preparation of SSR
- Any other matter permitted by the Chair

Venue: Principal's Room

Time: 11 am

All the IQAC members are requested to kindly attend the meeting.

Dr. Ratheesh Kumar V
The Co-ordinator (IQAC)
Mannam Memorial NSS College,
Kottiyam

Copy to: All the IQAC members.

No: IQAC/2016/020

Mannam Memorial NSS College, Kottiyam

Dated 20/12/2016

MINUTES

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 20/12/2016, 11am in the Principal's room. The following members of the IQAC participated in the meeting.

- Dr. G. Girijadevi (Principal)
- Dr. Ratheesh Kumar V
- Dr. AnuVijayan
- Dr. D Sheela Devi
- Smt. Sindhu S (Librarian)
- Dr. T S Sujatha
- Dr. K Syam Krishnan
- Smt. Meera K G
- Smt. Jayalekshmy J
- Smt. Saritha K R

The meeting was chaired by Dr. G Girijadevi, the Chairperson of the IQAC. The meeting was held to discuss the difficulties in getting ready the SSR. The decisions taken were the following.

- Principal congratulated the IQAC team towards the successful submission of all the delayed AQAR's. She also discussed the problems faced in preparation and submission of the same
- Discussed how to start with the preparation of SSR
- Two groups were formed and criterions were handed over to each team
- The AQAR of 2016-17 will be made ready for data available till December 2016.

Dr. Ratheesh Kumar V

The Co-ordinator (IQAC)

Mannam Memorial NSS College,
Kottiyam