

INTERNAL QUALITY ASSURANCE CELL(IQAC)

HENRY BAKER COLLEGE, MELUKAVU











HBC/IQAC/2019-20/01

MINUTES OF THE IQAC MEETING

held on 07/06/2019, Friday at 3.00 Pm. in Principal's Office

Chairman: Dr. Gireesh Kumar G.S., Principal

Members Present the Meeting

1. Dr.Gireesh Kumar G.S.,Principal 
2. Dr. Santo Jose 
3. Dr. Disha V J. 
4. Prof. Ansa Andrews 
5. Prof. Jenipher Carlos Hosanna 
6. Prof. Justin Jose 
7. Dr. Nisha Joseph 
8. Sri. Dennis Cherian 
9. Sri. Anish Thanikkal 
10. Mr. Isson George 


Agenda of the Meeting

1. Review of minutes of previous IQAC Meeting and subsequent action taken.
2. Review of Academic Result and Action plan for improvement.
3. Academic Calendar and Plan
4. Resources and Infrastructure requirement for addition of new courses.
5. Talent Hunt – Aspire 2K20
6. Approval of New Certificate Programmes.
7. Approval of Course Plans 2019-20
8. Teachers Duty 2019-20
9. Bridge Course 2019
10. Any other point with permission of the chair

Decisions of the Meeting

1. Approved the minutes of the last Meeting.
2. Decided to prepare an action plan on the basis of academic results
3. Approved the Academic Calendar and Plan 2019-20
4. Decided to inform the necessity of Resources and Infrastructure requirement.
5. Decided to Conduct a Talent Hunt for identifying students for arts and sports events.
6. Decided to approve 25 certificates courses offered by different departments.
7. Decided to approve Course Plans 2019-20
8. Approved and forwarded Teachers Duty 2019-20
9. Decided to conduct bridge course immediately after the admission.
10. Decide to arrange a work shop to all staff members for NACC Accreditation Process.

The meeting ended up with 4.00 PM



Dr. Santo Jose
Co-ordinator, IQAC





Dr. Gireesh Kumar G.S.
Principal
HENRY BAKER COLLEGE
MELUKAVU

Attachment : **List of Certificate Programmes for the Academic Year 2019-20**

1	Certificate Programme in an introduction to the cultural heritage of Kerala
2	Certificate Programme in Archival Studies
3	Certificate Programme in IT Applications in History
4	Certificate Programme in Theory and Practice of Oral History
5	Certificate Programme in Stress Management
6	Certificate Programme in Fundamentals of Tourism
7	Certificate Programme in Art of Small Talk
8	Certificate Programme in Communication And Personality Skills for Tourism
9	Certificate Programme in Household Wiring and Equipment Servicing
10	Certificate Programme in Communications Skills in English
11	Certificate Programme in Film Studies
12	Certificate Programme in First Aid
13	Certificate Programme in Health and Physical Fitness
14	Certificate Programme in Human Resource Management (HRM)
15	Certificate Programme in Covid -19; Timeline of WHO
16	Certificate Programme in Fundamentals of Computer System
17	Certificate Programme in Soft Skills
18	Certificate Programme in Income Tax
19	Certificate Programme in Environmental Ethics
20	Certificate Programme in an Introduction to R' software
21	Certificate Programme in Behavioural Finance
22	Certificate Programme in Research Methodology
23	Certificate Programme in Entrepreneurship Development
24	Certificate Programme in Journalism And Modern Technology
25	Certificate Programme in Hindi in Daily Life


Dr. Santo Jose
Co-ordinator, IQAC




Dr. Gireesh Kumar G.S.
Principal
PRINCIPAL
HENRY BAKER COLLEGE
MELUKAVU

INTERNAL QUALITY ASSURANCE CELL(IQAC)

HENRY BAKER COLLEGE, MELUKAVU











HBC/IQAC/2018-19/01

MINUTES OF THE IQAC MEETING

held on 01/06/2018, Friday at 3.00 Pm. in Principal's Office

Chairman: Dr. Gireesh Kumar G.S., Principal

Members Present the Meeting

1. Dr. Gireesh Kumar G.S., Principal 
2. Prof. Korah Jacob 
3. Dr. Disha V.J. 
4. Dr. Santo Jose 
5. Prof. Shinu Thomas P. 
6. Dr. Nisha Joseph 
7. Mr. Aravind Shaji 
8. Ms. Archana P. 
9. Mr. Gopu Surendren 
10. Mr. Reno Reese 


Agenda of the Meeting

1. Review of minutes of previous IQAC Meeting and subsequent action taken.
2. Review of Academic Results and Action plan for improvement.
3. Approval of Academic Calendar and Plan
4. Approval of New Certificate Programmes.
5. Talent Hunt - Aspire 2K20
6. Approval of Course Plans 2018-19
7. Deciding Committees and individual Charges of Teachers for the Academic Year 2018-19
8. Bridge Course 2018
9. Any other point with permission of the chair

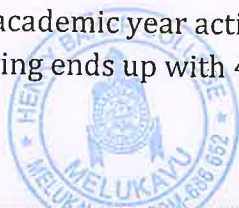
Decisions of the Meeting

1. Approved the minutes of previous IQAC Meeting.
2. Decided to prepare an action plan on the basis of academic results
3. Approved the College Academic Calendar and Plan 2018-19
4. Decided to approve Certificates Programmes offered by the departments for the AY 2018-19
 - i. Archival Studies
 - ii. Tour Guiding
 - iii. Introduction to financial management
 - iv. User interface design
 - v. Soft skills
 - vi. Income tax
 - vii. Behavioural finance
 - viii. Environmental ethics
 - ix. Introduction to R software
5. Decide to conduct a Talent Hunt - Aspire 2K20 immediately after first year admission.
6. Decided to approve Course plans submitted by the different departments for the AY 2018-19
7. Decided and forwarded Teachers Duty 2018-19
8. Decided to start first year UG classes with a one week bridge course.
9. The meeting analysed the previous academic year activities and approved the suggestions

The meeting ends up with 4.00 PM


Prof. Korah Jacob
Co-ordinator, IQAC


Dr. Gireesh Kumar G.S.
Principal



INTERNAL QUALITY ASSURANCE CELL(IQAC)

HENRY BAKER COLLEGE, MELUKAVU









HBC/IQAC/2017-18/01

MINUTES OF THE IQAC MEETING

held on 02/06/2017, Friday at 3.00 Pm.in Principal's Office

Chairperson: Prof. Liza George, D & DO

Members Present the Meeting

1. Prof. Liza George, D & DO 
2. Dr. Antony Joseph
3. Dr. K. Jeevan Kumar 
4. Dr. Beena Paul 
5. Prof. Korah Jacob 
6. Prof. Shinu Thomas P. 
7. Prof. Paul Mathews 
8. Dr. Nisha Joseph 
9. Dr. Jincy Devasia 
10. Smt. Elizabeth Joseph


Agenda of the Meeting

1. Review of minutes of previous IQAC Meeting and subsequent action taken.
2. Review of Academic Results and Action plan for improvement.
3. Approval of Academic Calendar and Plan
4. Approval of New Certificate Programmes.
5. Approval of Course Plans 2017-18
6. Deciding Committees and individual Charges of Teachers for the Academic Year 2017-18
7. Bridge Course 2017
8. Any other point with permission of the chair

Decisions of the Meeting

1. Approved the minutes of previous IQAC Meeting.
2. Decided to prepare an action plan on the basis of academic results
3. Approved the College Academic Calendar and Plan 2017-18
4. Decided to approve Certificates Programmes offered by the departments for the AY 2017-18
 - Introduction to co-operation
 - Introduction to financial Management
 - IT application in History
 - An Introduction to Folklore Studies
 - Soft skills
 - Income tax
 - Environmental Ethics
 - Introduction To R software
 - Behavioural Finance
5. Decided to approve Course plans submitted by the different departments for the AY 2017-18
6. Decided and forwarded Teachers Duty 2017-18
7. Decided to start first year UG classes with a one week bridge course.
8. The meeting analysed the previous academic year activities and approved the suggestions

The meeting ended up with 4.00 PM


Prof. Korah Jacob
Co-ordinator, IQAC




Prof. Liza George
D& DO

Drawing & Disbursing Officer
Henry Baker College
Melukavu

INTERNAL QUALITY ASSURANCE CELL(IQAC)

HENRY BAKER COLLEGE, MELUKAVU

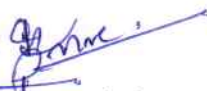
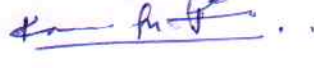




HBC/IQAC/2016-17/01

MINUTES OF THE IQAC MEETING

held on 03/06/2016, Friday at 3.00 Pm. in IQAC Room

Chairman: Prof. Renjith Sebastian, D& DO

Members Present the Meeting

1. Prof. Renjith Sebastian, D& DO 
2. Prof. Korah Jacob 
3. Dr. Antony Joseph
4. Dr. K. Jeevan Kumar 
5. Dr. Beena Paul 
6. Prof. Liza George 
7. Ms. Jeena Mary Johnson 


Agenda of the Meeting

1. Review of minutes of previous IQAC Meeting and subsequent action taken.
2. Review of Academic Results and Action plan for improvement.
3. Approval of Academic Calendar and Plan
4. Approval of New Certificate Programmes.
5. Approval of Course Plans 2016-17
6. Deciding Committees and individual Charges of Teachers for the Academic Year 2016-17
7. Bridge Course 2016
8. Any other point with permission of the chair

Decisions of the Meeting

1. Approved the minutes of previous IQAC Meeting.
2. Decided to prepare an action plan on the basis of academic results
3. Approved the College Academic Calendar and Plan 2016-17
4. Decided to approve Certificates Programmes offered by the departments for the AY 2016-17
 - Fundamentals of Computer application
 - Basics of Computer application
 - Introduction to Co operation
 - Soft Skills
 - Income Tax
 - Environmental Ethics
 - R software
 - Behavioural Finance
5. Decided to approve Course plans submitted by the different departments for the AY 2016-17
6. Decided and forwarded Teachers Duty 2016-17
7. Decided to start first year UG classes with a one week bridge course.
8. The meeting analysed the previous academic year activities and approved the suggestions

The meeting ended up with 4.00 PM


Prof. Korah Jacob
Co-ordinator, IQAC




Prof. Renjith Sebastian
D& DO
Drawing & Disbursing Officer
Henry Baker College
Melukavu

INTERNAL QUALITY ASSURANCE CELL(IQAC)

HENRY BAKER COLLEGE, MELUKAVU

HBC/IQAC/2015-16/01

MINUTES OF THE IQAC MEETING

held on 05/06/2015, Friday at 3.00 Pm.in Principal's Office

Chairperson: Dr. Aneyamma Varghese, Principal

Members Present the Meeting

1. Dr. Aneyamma Varughese, Principal *Aneyamma V.*
2. Prof. Korah Jacob *Korah J.*
3. Prof. Renjith Sebastian *Renjith S.*
4. Prof. Annie George *Annie G.*
5. Dr, Antony Joseph
6. Dr. K. Jeevan Kumar *K. Jeevan K.*
7. Dr. Babu Joseph *Babu J.*
8. Dr. Beena Paul *Beena P.*
9. Prof. Ansa Andrews *Ansa A.*
10. Prof. Shinu Thomas P *Shinu T.*
11. Prof. Paul Mathews *Paul M.*
12. Sri. K P George *K P G.*
13. Mr. Sabin Raju *Sabin R.*
14. Ms. Aparna Merin Mathew *Aparna M.*

Agenda of the Meeting

1. Review of minutes of previous IQAC Meeting and subsequent action taken.
2. Review of Academic Results and Action plan for improvement.
3. Approval of Academic Calendar and Plan 2015-16
4. Approval of New Certificate Programmes.
5. Approval of Course Plans 2015-16
6. Deciding Committees and individual Charges of Teachers for the Academic Year 2015-16
7. Bridge Course 2015
8. Any other point with permission of the chair

Decisions of the Meeting

1. Approved the minutes of previous IQAC Meeting.
2. Decided to prepare an action plan on the basis of academic results
3. Approved the College Academic Calendar and Plan 2015-16
4. Decided to approve Certificates Programmes offered by the departments for the AY 2015-16
 - a. Basics of science and organic farming
 - b. Introduction to co operation
 - c. Basics of computer application
 - d. Soft skills
 - e. Income Tax
 - f. Environmental Ethics
 - g. R Soft Ware
 - h. Behavioural Finance
 - i. Fundamentals of Computer Applications
5. Decided to approve Course plans submitted by the different departments for the AY 2015-16
6. Decided and forwarded Teachers Duty 2015-16
7. Decided to start first year UG classes with a one week bridge course.
8. The meeting analysed the previous academic year activities and approved the suggestions

The meeting ended up with 4.00 PM

Korah J.
Prof. Korah Jacob
Co-ordinator, IQAC



Aneyamma V.
Dr. Aneyamma Varghese
Principal
HENRY BAKER COLLEGE
MELUKAVU