

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