

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 Jacob*
3. Prof. Renjith Sebastian *Renjith Sebastian*
4. Prof. Annie George *Annie George*
5. Dr. Antony Joseph *Antony Joseph*
6. Dr. K. Jeevan Kumar *K. Jeevan Kumar*
7. Dr. Babu Joseph *Babu Joseph*
8. Dr. Beena Paul *Beena Paul*
9. Prof. Ansa Andrews *Ansa Andrews*
10. Prof. Shinu Thomas P *Shinu Thomas P*
11. Prof. Paul Mathews *Paul Mathews*
12. Sri. K P George *K P George*
13. Mr. Sibin Raju *Sibin Raju*
14. Ms. Aparna Merin Mathew *Aparna Merin Mathew*

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 Jacob
Prof. Korah Jacob
Co-ordinator, IQAC



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