# INTERNAL QUALITY ASSURANCE CELL(IQAC)

## HENRY BAKER COLLEGE, MELUKAVU

HBC/IQAC/2016-17/03

### MINUTES OF THE IQAC MEETING

held on 07/10/2016 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. Prof. Renjith Sebastian

3. Prof. Korah Jacob

4. Dr. Antony Joseph

5. Dr. K. Jeevan Kumar

6. Dr. Beena Paul

7. Ms. Jeena Mary Johnson 🔏

#### Agenda of the Meeting

- 1. Review of minutes of previous IQAC Meeting and subsequent action taken.
- 2. Library Books & E- Journals
- 3. Guidance and Counseling
- 4. Ramps and Special Toilets
- 5. Safe Drinking Water Facility
- 6. Any other point with permission of the chair

#### Decisions of the Meeting

- 1. Approved the minutes of the last Meeting.
- 2. Decided to Purchase Rs. Books and E- Journal.
- 3. Decided to arrange Guidance and Counseling Room.
- 4. Decided to buildup ramps with handrail and special Toilets
- 5. Decided to arrange safe drinking water facility in all blocks and floors
- 6. Decided to give directions for keeping Zero free hour policy.

The meeting ended up with 4.00 PM

Prof. Korah Jacob

Co-ordinator, IQAC

Prof. Liza George

D& D0

Drawing & Disbursing Officer Henry Baker College Melukayu