

# INTERNAL QUALITY ASSURANCE CELL(IQAC)

HENRY BAKER COLLEGE, MELUKAVU

HBC/IQAC/2015-16/03

## MINUTES OF THE IQAC MEETING

held on 09/10/2015, Friday at 3.00 Pm. in Principal's Office

Chairperson: Dr. Aneyamma Varghese, Principal

### Members Present the Meeting

1. Dr. Aneyamma Varghese, 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
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 M.*

### Agenda of the Meeting

1. Review of minutes of previous IQAC Meeting and subsequent action taken.
2. Subscription of E- Journals and Enlist Journals
3. Install inclinator facility in the girls toilet block and girls hostel.
4. Arranging First Aid Room
5. Counseling Room
6. Driving Classes for Girl Students
7. Any other point with permission of the chair

### Decisions of the Meeting

1. Approved the minutes of previous IQAC Meeting.
2. Decided to Subscribe E- Journals and Enlist Journals Rs. 5000/- per year.
3. Decided to Install inclinator facility in the girls toilet block and girls hostel with immediate effect.
4. Decided to Arrange First Aid Room with emergency medical facilities and medicines.
5. Decided to arrange a permanent Counseling Room with regular counseling service.
6. Decided to give directions to Women's Cell for stating driving classes for girls.
7. Decided that to give directions to departments and clubs/cells for organizing more extension and outreach programmes.

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