

AMC Group of Educational Institutions
Kothayur Road, Manisseri Post, Ottapalam, Palakkad, pin:679521.
Contact:9995427765,
Email: amcottapalam@gmail.com,
Website: amc-college.com

Meeting Minutes

02.06.2023- 3:30PM

1. Opening

The IQAC meeting was called to conduct on 02.06.2023 at IQAC room, AMC campus.

2.Attendee's list: Attendance list is attached below.

3.Absent list:

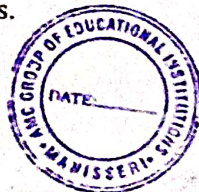
1. Mr. Rajeesh Krishnan
2. Mrs Meena Ramaswamy
3. Mr.Sajeev M
4. Mrs. Praseedha P

4. Agenda

1. Strategic plan for the academic year
2. Reconstitution of IQAC
3. Conduct of ,Workshops , Webinars on Research work
4. Conduct of Convocation
5. Conduct of classes for students in association with Kerala Knowledge Mission
6. Collaboration for augmenting academic quality
7. SPARK Students' Achievement Award
8. Introduction of Residential camp for students
9. ED related seminars
10. Conduct of survey - monsoon diseases
11. On Paper presentation at Osaka Conference, Japan

5. Discussion

1. The implementation of strategic plan for the current year was discussed by members and the team put forward their suggestions.
2. The meeting discussed the name of student coordinator in IQAC
- 3.Relevance of conducting Workshops and Webinars related to leadership skills and development and Research oriented works were pointed out during the meeting.
- 4.The meeting discussed about the conduct of Convocation ceremony for the batch 2020-2023
5. The meeting discussed the willingness of Kerala Knowledge Mission to provide career guidance sessions for students
6. The members stressed the need for conducting Entrepreneur Development workshops, to promote the entrepreneurial traits among students.



7. Need for more collaborations with industries and other educational institutions for faculty and student exchange.
8. The team discussed the possibility of conducting Residential camp for students for augmenting their personality and life skills.
9. Discussed to call for nominations towards, SPARK Students' achievement awards 2022
10. The members highlighted the importance of conducting Entrepreneurial Development sessions for students.
11. The relevance of carrying out a survey regarding Monsoon generated diseases and its curbing to be conducted by students.
12. The team agreed in the relevance of signing MOU/ Collaboration for academic excellence, with Industries/ HEI s.
13. The team discussed the support to be rendered for the upcoming Paper Presentation of HEI's Director Operations Ms. Meena Ramaswamy and Principal Dr. Byju K at Osaka Japan Conference on July 6th and 7th, 2023.

6. Action

The meeting envisaged IQAC coordinator to communicate the decisions to the departments and conduct the same.

The meeting was adjourned at 4.30 pm.

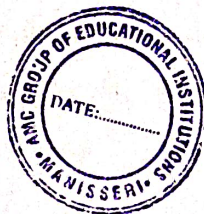
7. Next Meeting

The next meeting will be conducted on 15.09.2023

8. Submitted by: Mrs. Jisha K., IQAC Coordinator

9. Approved by: Dr. Byju K, Principal

10. Attachment – Resolution, Attendance list





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Resolution

02.06.2023

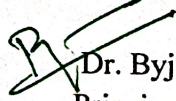
Manisseri

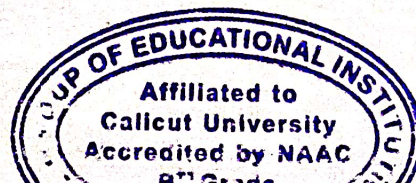
CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE IQAC OF AMC GROUP OF EDUCATIONAL INSTITUTIONS, MANISSERI, OTTAPALAM – 679521 HELD ON 02 June 2023 AT 3:30 PM.

- Decided to work on the strategic plan
- Decided to conduct national/ international webinar, Workshops .
- Decided to select a student as an IQAC member
- Decided to conduct Convocation ceremony for the outgoing students.
- Decided to conduct Department wise ED workshops for students in departments.
- Resolved to initiate Collaborations with other HEIs & Industry.
- Decided to implement Residential camp for students.
- Resolved to conduct ED related seminars for students
- Decided to intimate all departments regarding SPARK Students' Achievement Award. procedure and the final date for filing the same and to form a committee for the same.
- Decided to conduct a survey on monsoon diseases and the ways to resist it.
- Decided to render full backing for the Paper Presentation at Osaka Conference, Japan.


Ms. Jisha K.
IQAC Coordinator

JISHA. K
IQAC Co-ordinator
AMC Group of Educational Institutions
Affiliated to University of Calicut
Manissery, Ottapalam


Dr. Byju K
Principal
Dr. BYJU. K
M.Com (Double), MBA, CWA, M Phil, PhD
PRINCIPAL
AMC GROUP OF EDUCATIONAL INSTITUTIONS
AFFILIATED TO CALICUT UNIVERSITY
MANISSERY, PIN - 679 521

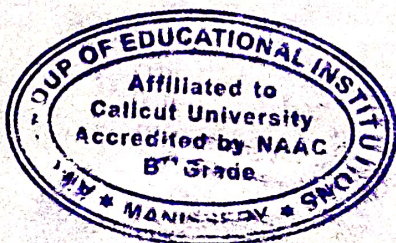


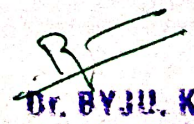
ACTION TAKEN REPORT OF MEETING HELD ON 02nd JUNE 2023

1. As per the discussion in the IQAC Meeting, various ideas were shared by the members towards the strategic plan 2023- 2024. to strengthen the teaching learning methodology, a new initiative, PRAXIS was decided to implement , to start a Youtube channel- AMC Academia for knowledge sharing , and to implement another initiative , ENSEIGNER - to hone the Micro Teaching Skill , exclusively for Post Graduation students.
2. Organized International webinars on the topics, Leadership at economic development, Social infrastructure Development, Resource Mobilization on international scenario and so on by Ms. Meena Ramaswami , Director Operations- AMC Group of Educational Institutions, Manissery.
3. Farhana K. of III BBA Finance was selected as the new student member in IQAC and the same was informed to the person
4. Convocation ceremony was conducted on 24.06.2023 for the outgoing students .The Guest of Honour was Dr.Bindu Balagopal, Head, Department of Victoria College, Palakkad.
5. Department of Commerce conducted a Project work exposition for students.
6. The Career Guidance Cell of the HEI initiated 'StepTo' Finishing School in association with IQAC and Kerala Knowledge Mission for providing skill oriented training for students from 25th July 2023 onwards. Ms. Ardra S. Nair, Skill Development Executive from Additional Skill Acquisition Programme (ASAP) Kerala ,was the Resource Person .
7. Formed a committee consisting of three members to assess the nominations of SPARK Students' Achievement Awards. Directed the panel to declare the winners before the month of September.
8. Department of Economics conducted a seminar on 'The role of entrepreneurship in Economic development' on 18.08.2023 .
9. Department of English, Economics and Commerce (Finance Association) executed their Residential camp in the campus during the months of July and August.
10. Department of Economics conducted a survey in the various wards of Vaniyamkulam Gramapanchayath regarding Monsoon diseases , its causes and the ways to resist it.
11. Collaboration agreement was signed with Heartfulness Education trust on 10th July 2023 , MES Arts and Science College , Pattambi on 24th July 2023, Cherpulassery College of Arts and Science, Cherpulassery on 09th August 2023 for faculty exchange, student exchange and so on.
12. The paper Presentation at Osaka Conference, Japan on 'Transmisia and psychological distress with the mediation of unemployment and moderation of social acceptance – working towards an ethical workspace and an egalitarian society, A study of Indian transgender citizens' won one of the Best Paper Awards of the Conference.



IQAC Coordinator
IQAC Co-ordinator
AMC Group of Educational Institutions
Affiliated to University of Calicut,
Manissery, Ottapalam




Dr. BYJU. K
Principal

M.Com (Banking), MBA, CWA, M Phil, PhD
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
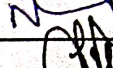




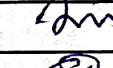
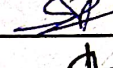



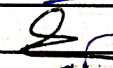





AMC GROUP OF EDUCATIONAL INSTITUTIONS, MANISSERY

Attendance Sheet

Name of Programme/ Activity : IQAC Meeting

Organised by : IQAC

Date : 02/06/2023

Sl. No.	Name of Staff	Department	Signature
1	Dr. BYJU K	Principal	
2	NISHA SASIKUMAR	VICE PRINCIPAL	
3	Juha K.	English	
4	Veneth. I. V	P. E	
5	Ranjini - P	Commerce	
6	Varadani - P	Economics	
7	Jagadeesh C	Commerce	
8	Rajesh Kumar. M	management	
9	Sarala. K. T	Commerce	
10	Sruthi. P. V	Malayalam	
11	Dr. Megh. P	Commerce	
12	Dr. Nya Hasidas	English	
13	Ramaswamy	Trust Representative	
14	Sarala. K. T	Commerce	
15	Dr. Rekha. P. T	Management	
16	Bandhya Nair	Librarian	
17	Fashana. K.	II BBA Finance	
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Meeting Minutes

15.09.2023- 3:30PM

1. Opening

The IQAC meeting was called to conduct on 15.09.2023 at IQAC room, AMC campus.

2.Attendee's list: Attendance list is attached below.

3.Absent list:

1. Mr. Rajeeesh Krishnan
2. Mrs Meena Ramaswamy
3. Mr.Sajeev M
4. Mrs. Praseedha P
5. Mr. K.Ramaswamy

4. Agenda

1. Conduct of Orientation programme
2. To start AQAR preparation
3. Conduct of Merit day
4. SPARK students' Award Distribution
5. FDP and Orientation classes for Faculty and non-teaching staff
6. Collaboration with industries and HEIs
7. Conduct of seminars on IPR, Research Methodology , career oriented
8. Conduct of department wise Leadership training programmes
9. Product making in association with Entrepreneurial Development Cell

5. Discussion

1. The meeting decided to conduct Orientation programme for first year students.
2. The Members discussed about the conduct of Merit Day to congratulate aggregate toppers from final years and students with other meritorious achievements.
3. AQAR submission of the academic year 2022-2023 was discussed.
4. Need for conducting Faculty Development Programme and Orientation class for teaching and non-teaching staff.
5. Need for more collaboration with Industries and other Educational Institutions were discussed.



6. The sessions to be conducted on Intellectual Property Right (IPR), Entrepreneur Development and Research Methodology were discussed by the team.
7. Department wise Leadership Training Programmes , to improve leadership skills was received as a great step towards the holistic development of students.
8. A plan to make an organic product by Entrepreneur Development Club was discussed.

6. Action

The meeting envisaged IQAC coordinator to communicate the decisions to the departments, clubs to conduct the same .

The meeting was adjourned at 4.30 pm.

7. Next Meeting

The next meeting will be conducted on 15.12.2023

8. Submitted by: Mrs . Jisha K., IQAC Coordinator

9. Approved by: Dr.Byju K,Principal

10. Attachment – Resolution, Attendance list





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Resolution

15.09.2023

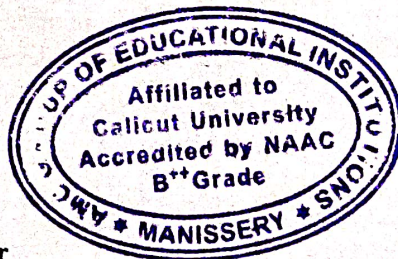
Manisseri


CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE IQAC OF AMC GROUP OF EDUCATIONAL INSTITUTIONS, MANISSERI, OTTAPALAM – 679521 HELD ON 15 September 2023 AT 3:30 PM.

- Decided to conduct orientation Programme for students.
- Decided to conduct Merit day .
- Resolved to inform faculty regarding the submission of AQAR for the academic year 2022-2023 and to start its work at the earliest.
- Decided to conduct Faculty Development Programme and Orientation classes for teaching and non- teaching staff.
- Decided to sign MOU/ Collaboration with industries/ HEI s for academic augmentation
- Resolved to initiate Collaborations with other HEIs & Industry.
- Decided to conduct seminars on Intellectual Property Right, Entrepreneur Development and Research Methodology for students
- Resolved to implement Leadership training programmes by the departments for all students.
- Decided to work on the production of an organic product by Entrepreneur Development Club.


Ms. Jisha K.
IQAC Coordinator

JISHA. K
IQAC Co-ordinator
AMC Group of Educational Institutions
Affiliated to University of Calicut
Manissery, Ottapalam




Dr. Byju K
Principal
Dr. BYJU. K
M.Com (Double), MBA, CWA, M Phil, PhD
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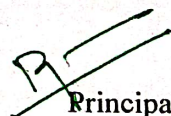
ACTION TAKEN REPORT OF MEETING HELD ON 15TH September 2023

1. Departments conducted Orientation Programme for first year students in the month of September.
2. IQAC conducted Merit day to congratulate the meritorious achievement of students on 04th October 2023 at College Auditorium
3. Ms. Nisha Sasikumar, Vice Principal was envisaged as NAAC Coordinator to lead AQAR Preparation. AQAR works are progressing under the guidance of criteria Heads.
4. A Faculty Development Programme for Faculty on 'The importance of balancing work and family', was taken by Ms. Nisha Sasikumar, Vice Principal, on 19.09.2023
5. Collaboration Agreement was made with SNDPYSS College, Kunnappilly, Perinthalmanna for augmenting academic excellence.
6. A Session on International Property Right was conducted for students on 04. 09.2023 by Department of Economics, and other departments in the following days.
7. A seminar on, 'An insight in to the fundamentals of social science research' was taken by Dr. Mugesh P. on 26.10.2023 for Commerce students.
8. Department of commerce conducted various leadership training programmes during the month of September.
9. As per the suggestion of IQAC, Entrepreneur Development Club of the College harvested Red lady papaya planted by NSS Volunteers and prepared papaya pickle. Students of the club under the guidance of ED Club Coordinator Mr. Jagadeesh C. Prepared and successfully sold it in the college Friday Stall.



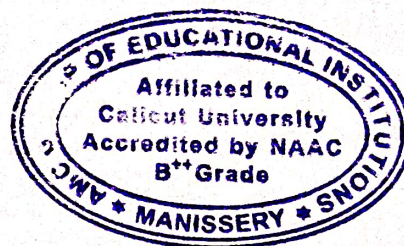
IQAC Coordinator

IQAC Co-ordinator
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Manissery, Ottapalam



Principal

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AFFILIATED TO CALICUT UNIVERSITY
MANISSERY, PIN - 679 521



Attendance Sheet

Name of Programme/ Activity: IQAC Meeting

Organised by: IQAC

Date: 15/09/2023

Sl. No.	Name of Staff	Department	Signature
1	Dr. B. S. J. K.	Principal	
2	Alisitha. Sasikumar	Vice Principal	
3	Archie K.	English	
4	Jagadeesh. C	Commerce	
5	Vineeth. K. V	P.E	
6	Sarala. K. T	Commerce	
7	Smithy. P. V	Malayalam	
8	Varanathi. P	Economics	
9	Rajeeesh kumar m	management	
10	Ranjini. P	Commerce	
11	Divya Haridas	English	
12	Sarala. K. T	Commerce	
13	Dr. Mugun. P	Commerce	
14	Dr. Rekha. P. T	Management	
15	(Bardhya Nair	Librarian	
16	Fashana K.	II BBA Finance	
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Meeting Minutes

15.12.2023- 3:30PM

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2.Attendee's list: Attendance list is attached below.

3.Absent list:

1. Mr. Rajeeesh Krishnan
2. Mrs Meena Ramaswamy
3. Mr.Sajeev M
4. Mrs. Praseedha P
5. Mr. K. Ramaswamy

4. Agenda

1. Submission of AQAR for the year 2022-2023
2. Promotion of Research and publication among Faculty
3. Students' feedback collection through SIF (Students' Interaction Forum)
4. Conduct of FDP & Training Programme on E- Governance
5. MOU with HEI s / Industries
6. Conduct of Certificate Course
7. Other matters

5. Discussion

1. The members discussed about work progression of AQAR preparation and found to be satisfactory. A tentative date was also decided to submit the same.

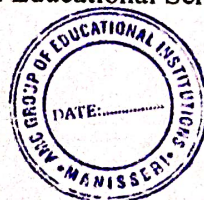
2. The members discussed about the publication of Research Papers in HEI 's ISBN Journal- Daksha : AMC's Treatise on Social Science Research

3. SIF , the feedback collection system implemented in the previous academic year was well received by all. So the team agreed to continue the same in the following years also.

4. The team discussed about the conduct of Research related seminars for students and also to conduct a Training program for faculty on E- Governance.

5. The members discussed on the matter of signing MOU/ Collaboration with other HEI s / Institutions for knowledge sharing.

6. The members discussed the conduct of Certificate course on Data Analysis for students as part of the HEI 's collaboration with Bodhi Vrudhi Educational Services, Kathriguppe, Bangalore.



The meeting envisaged IQAC coordinator to communicate the decisions to the departments, clubs/Cells and Management to consider and conduct the same .

The meeting was adjourned at 4.45 pm.

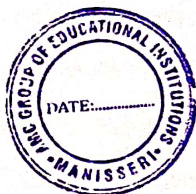
6. Next Meeting

The next meeting will be conducted on 14.03.2024

7. Submitted by: Mrs . Jisha K., IQAC Coordinator

8. Approved by: Dr.Byju K,Principal

9. Attachment – Resolution, Attendance list





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Resolution

15.12.2023

Manisseri

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE IQAC OF AMC GROUP OF EDUCATIONAL INSTITUTIONS, MANISSERI, OTTAPALAM – 679521 HELD ON 15 December 2023 AT 3:30 PM.

- Resolved to complete the pending works of AQAR on or before the tentative date decided.
- Decided to publish Research Articles in the inhouse ISBN Journal – Daksha : AMC's Treatise on Social Science Research
- Decided to collect feedback through SIF from 18th December 2023 onwards.
- Decided to inform Departments to organize seminar/webinar/workshops on Academic and Research topics for students.
- Decided to sign MOU/Collaboration with HEIs for academic benefit.



Ms. Jisha K.

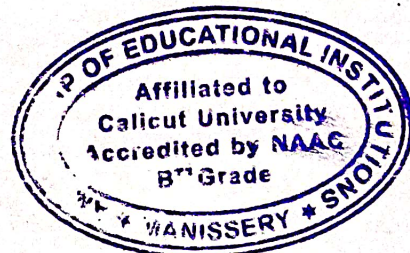
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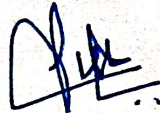
Principal


Dr. BYJU. K
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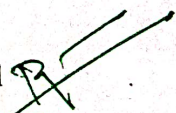


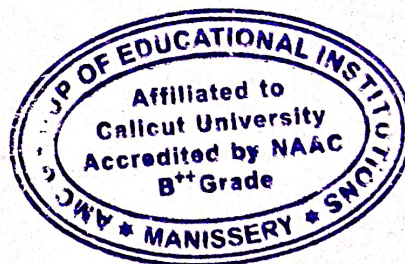
ACTION TAKEN REPORT OF MEETING HELD ON 15TH DECEMBER 2023

1. Submitted the Annual Quality Assurance Report of the HEI of the academic year, 2022-2023 on 22nd December 2023 .
2. Necessary works started by the Reseach Forum of the HEI to publish papers in the ISBN Journal - Daksha : AMC's Treatise on Social Science Research
3. Students' Interaction Forum (SIF) a platform for students to directly interact and communicate their academic grievances, requirements to the higher authority was started on 18.12.2023. Vice Principal , General Head, Department Heads, Class Teachers presided over the feedback sessions.
4. Conducted a Training Program on 'Organisational Interoperability in E- governance' for Staff . The session was handled by Mr. Uvais K.T. , CEO, NECTTOS E- governance App . One day Faculty Development Program on 'The art of student engagement in today's classroom' was conducted on 05th January 2024 . Ms. Ardra , Senior Trainer from ASAP, Kerala handled the session.
5. The HEI signed a Collaboration Agreement wih Accounts Zone , Shoranur
6. Ms. Sarija VV , Faculty from Department of Management was envisaged to oversee and report the certificate course on Data as per the Collaboration agreement signed with Bodhi Vrudhi Educational Services.


IQAC Coordinator

JISHA. K
IQAC Co-ordinator
AMC Group of Educational Institutions
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Principal 
Dr. BYJU. K
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AMC GROUP OF EDUCATIONAL INSTITUTIONS, MANISSERY

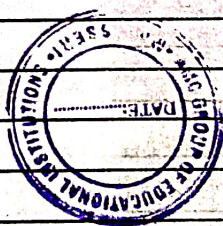
Attendance Sheet

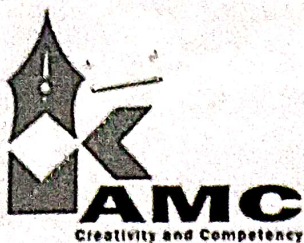
Name of Programme/ Activity : IQAC Meeting

Organised by : IQAC

Date : 15/12/2023

Sl. No.	Name of Staff	Department	Signature
1	Dr. BYJU K	Principal	P. B. J. K.
2	Juma K.	English	Juma K.
3	NISHA. SASIKUMAR	VICE PRINCIPAL	Nisha S.
4	Vineetha K.	P. E.	Vineetha K.
5	Vasanthi - P	Economics	Vasanthi P.
6	Danya Hasidas	English	Danya H.
7	Ranjini - P	Commerce	Ranjini P.
8	Lagadeesh C	Commerce	Lagadeesh C.
9	Rajesh Kumar - M	management	Rajesh K.
10	Sarala K. T	Commerce	Sarala K.
11	Smruthi - P. V	Malayalam	Smruthi P.
12	Sarala K. T	Commerce	Sarala K.
13	Dr. Rekha. P. T	Management	Rekha P.
14	Dr. Magesh. P	Commerce	Dr. Magesh P.
15	Bandhya Naiz	Librarian	Bandhya N.
16	Fardana K.	II BBA Finance	Fardana K.
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AMC Group of Educational Institutions
Kothayur Road, Manisseri Post, Ottapalam, Palakkad, pin:679521.
Contact:9995427765,
Email: amcottapalam@gmail.com,
Website: amc-college.com

Meeting Minutes

14.03.2024- 3:00PM

1. Opening

The IQAC meeting was called to conduct on 14.03.2024 at IQAC room, AMC campus.

2.Attendee's list: Attendance list is attached below.

3.Absent list:

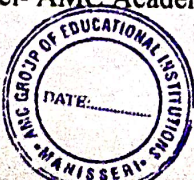
1. Mr. Rajeeesh Krishnan
2. Mr.Sajeev M
3. Mrs. Praseedha P

4. Agenda

1. Conduct of Professional Development Programs
2. Conduct of Fiesta, the IQAC Initiative for staff
3. Conduct of One week Faculty Development Programme
Conduct of one day Faculty Development Programme on Four Year Under Graduate Program
4. Visit to the Global Headquarters of Sri Ram Chandra Mission , Hyderabad , as part of collaboration
5. To conduct an official launching ceremony of youtube channel
6. Submission of Institutional data towards KIRF
7. Publication of articles in ISBN Journal
8. Registration in National Digital Library
9. Discussion on the completion of Certificate course
10. BMI Calculation session & an awareness class for staff
11. Industrial visit by various departments
12. Official invite for faculty as Resource Person to collaborated HEI s
13. Feedback and result analysis
14. Other matters

5. Discussion

1. The team discussed about the conduct of Professional Development Program
2. The team discussed about the conduct of one week Faculty Development Program
3. Discussed to conduct Fiesta - a fun filled session for mental refreshment for staff at the earliest.
4. As per the collaboration signed with Heartfulness Education Trust, three faculty members from the HEI decided to visit and get a direct experience of Heartfulness meditation ways from their Global Head Quarters – Kanha Santhi Vanam at Hyderabad.
5. The college YouTube Channel- AMC Academia's official launching ceremony to be scheduled at the earliest.



6. The meeting decided to enquire about the publication status in ISBN Journal to the coordinator and to report the same to the authority concerned.
7. The meeting decided to submit data towards KIRF , for Institutional Ranking.
8. The meeting decided to get registered in the National Digital Library to access more resources for faculty and students.
9. Discussed to follow up the progression of Certificate course on Data Analysis as part of collaboration with Bodhi Vrudhi to the coordinator concerned.
10. The team discussed to conduct a Body Mass Index (BMI) check up for staff and an awareness class on the same as part of the already implemented IQAC initiative - Ayurjyothi .
11. The team discussed the matter of coordinating Industrial visit for second year graduate students as part of their curriculum.
12. The official invitation received from the collaborated institutions were welcomed.
13. Discussed feedback analysis report (SIF) and result analysis .

6. Action

The meeting envisaged IQAC coordinator to communicate the decisions to the departments and conduct the same .

The meeting was adjourned at 4.30 pm.

7. Next Meeting

The next meeting will be conducted on 27.06.2024

8. Submitted by: Mrs . Jisha K., IQAC Coordinator

9. Approved by: Dr. Byju K, Principal

10. Attachment – Resolution, Attendance list





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Resolution

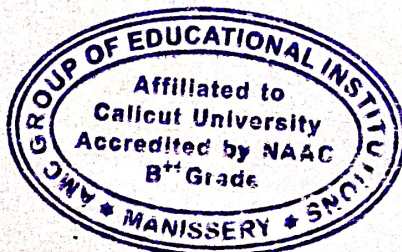
14.03.2024


Manisseri

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE IQAC OF AMC GROUP OF EDUCATIONAL INSTITUTIONS, MANISSERI, OTTAPALAM – 679521 HELD ON 14th March 2024 AT 3:00 PM.

- Decided to conduct One week Faculty Development Program and Professional Development Program for staff and faculty
- Decided to conduct a fun filled session for faculty for self rejuvenation.
- Decided to enquire the willingness of three faculty to attend the training at the Global Head Quarters of Heartfulness Education Trust, Hyderabad.
- Decided to conduct a launching ceremony of the official YouTube channel
- Decided to submit data towards KIRF and envisaged Ms. Nisha Sasikumar, Vice Principal to carry out the same.
- Decided to get registered in the portal of National Digital Library for enhancing reference and reading sources of the HEI.
- Decided to give awareness classes and Body Mass Index calculation sessions for faculty .
- Decided to intimate Research Forum on the status of paper publication in the ISBN Journal.
- Decided to conduct Industrial visits at the earliest
- Decide to report the progress of article publication in ISBN Journal.
- Deided to enquire about the completion status of Certificate course – Data Analysis from the coordinator concerned.
- Decided to take a positive approach in terms of Faculty exchange as mentioned in the Collaboration agreement with other HEI s.
- Resolved to submit the requirements and grievances communicated by students in the Students' Interaction Forum and result analysis to CGC and Academic Council.


Ms. Jisha K.
IQAC Coordinator





Dr. BYJU. K
M.Com (Double), MBA, CWA, M Phil, PhD
Dr. Byju K. PRINCIPAL
AMC GROUP OF EDUCATIONAL INSTITUTIONS
AFFILIATED TO CALICUT UNIVERSITY
MANISSERY, PIN - 679 521

ACTION TAKEN REPORT OF MEETING HELD ON 14th MARCH 2024

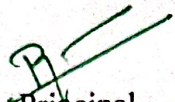
1. A one week FDP was conducted by IQAC from 01.04.2024- 07.04.2024 on varied topics by various resource person. Ms. Reshma P. Assistant Professor, Department of Commerce and Deepak KS, Assistant Professor, Department of Management were decided as the coordinators for the same.
2. A one day Professional Development Program was organized by IQAC on 'Academic Leadership , Governanceand Management' by Adv. Navas Jan A. Former Syndicate member , Senate Academic Council Member at University of Calicut, on 18th May 2024. Another one day FDP was organized by IQAC on the topic - Four Year UG P program in a glance on 27.03.2024.
3. One day Professional Development Program was organized by IQAC on the topic – 'Team work and productive work space', handled by Dr. Meena Ramaswamy, Director - Operations of the HEI on 15. 04. 2024.
4. Fiesta - A funfilled session for staff, as part of IQAC Initiative- EUPHORIA: Happy teacher, Happy classroom , on 30th May 2024. Dr. Mugesh P. Head , Department of Commerce & Simran Vijay kumar, Assistant Professor, Department of Commerce coordinated the program.
5. As part of academic collaboration with CCST college , Cherpulassery, under the area of Faculty Exchange- Ms. Nisha Sasikumar handled a session on IPR for the students of CCST on 12.03.2024.
6. The HEI submitted all required documents towards KIRF on 09th February 2024 and awaits the ranking status
7. The procedure of getting registered in the National Digital Library was completed on 08th March 2024 .Hence faculty and students can access it hereafter
8. Ms. Sarala K.T. , General Head , Ms. Jisha K. Assistant Professor, Department of English & IQAC Coordinator , , Ms. Sruthi P.V. Assistant Professor , Department of Malayalam paid a visit to the Global Head Quarters of Heartfulness Education Trust - Kanha Santhi Vanam - Hyderabad , from 29.04.2024 to 02.05.2024 .
9. The official Logo Launching ceremony of AMC Academia was done by Principal, Dr. Byju K. on 30th May 2024.
10. All the second year graduate students completed their Industrial Visit during the month of April and May.

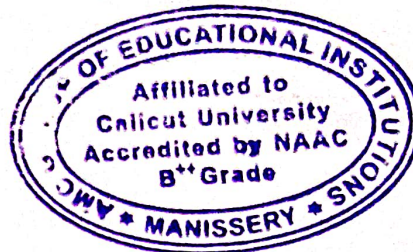


11. Body Mass Index calculation sessions for faculty was conducted . Subsequent health awareness class was given by Physical Education Teacher, Mr. Vineeth K.V.
12. On the HEI received the intimation of Research articles being published in our ISBN journal on 16th May 2024
13. The reports of feedback and result analysis were forwarded to Academic council and CGC for taking further action.


IQAC Coordinator

JISHA. K
IQAC Co-ordinator
AMC Group of Educational Institutions
Affiliated to University of Calicut
Manissery, Onepalam


Principal
DR. BYJU. K
M.Com (Double), MBA, CWA, M Phil, PhD
PRINCIPAL
AMC GROUP OF EDUCATIONAL INSTITUTIONS
AFFILIATED TO CALICUT UNIVERSITY
MANISSERY, PIN - 679 521



AMC GROUP OF EDUCATIONAL INSTITUTIONS, MANISSERY

Attendance Sheet

Name of Programme/ Activity : IQAC Meeting

Organised by : IQAC

Date: 14.03.2024

Sl. No.	Name of Staff	Department	Signature
1	Dr. BYJU K	Principal	[Signature]
2	NISHA SASICUMAR	Vice Principal	[Signature]
3	K. Ramaswamy	Trust Representative	[Signature]
4	Venanthi . P	Economics	[Signature]
5	Vipreth . K	P. E	[Signature]
6	Ilma . K.	English	[Signature]
7	Sarala . K . T	Commerce	[Signature]
8	Danya Haridas	English	[Signature]
9	Rajesh kumar . m	management	[Signature]
10	Jagadeesh . c	Commerce	[Signature]
11	Sudhi . P . V	Malayalam	[Signature]
12	Meena Ramaswamy	Director operation	[Signature]
13	Ranjini . P	Commerce	[Signature]
14	Dr. Muzah . P	Commerce	[Signature]
15	Sarala . k . T	Commerce	[Signature]
16	Dr. Rekha . P . T	Management	[Signature]
17	Sandhya Nair .	Librarian	[Signature]
18	Farkhana . K	BBA Finance	[Signature]
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