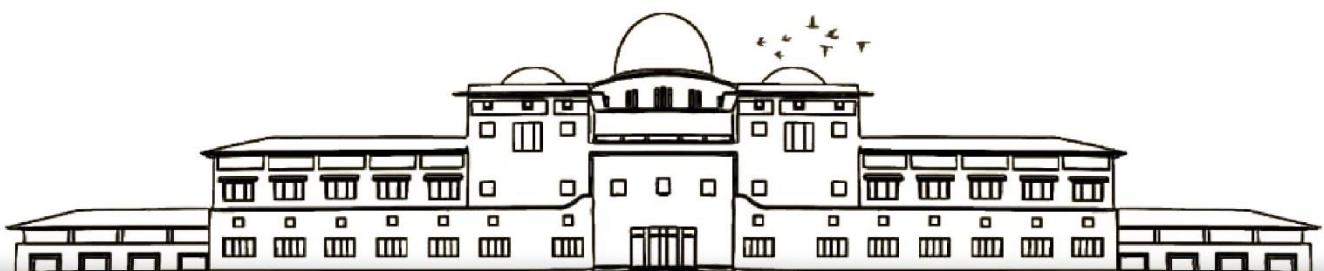




SAFI INSTITUTE OF ADVANCED STUDY (SIAS)



**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**





SAFI INSTITUTE OF ADVANCED STUDY (SIAS)

Rasiya Nagar, Vazhayoor East (P.O.), Malappuram -673633,
Kerala, India

INTERNAL QUALITY ASSURANCE CELL

MEETING MINUTES

DATE: 13/07/2016

Venue: Conference Hall

TIME: 2:30 PM- 5:00 PM

Meeting minutes of the agenda given in the Circular reg. no. IQAC/2016/07/01

Prof. (Dr) A.A.M. Kunhi (Chairman, IQAC) welcomed the IQAC members to the first official meeting. He read out the names of every IQAC member to the gathering. He gave an introduction on how the Institute is going to prepare for the accreditation and what all are the requirements of the Institute to proceed towards the accreditation process. IQAC Members requested the need for awareness of the documentation process by an expert who can review the current state of the Institute and provide the faculty with the necessary recommendations.

ATTENDEES:

Prof. (Dr) A.A.M. Kunhi	Chairman
Mr .C.P. Kunhi Mohammed	Management nominee and Industrialist
Ms. T.T.P Kaneez Ameer	Administrative Officer
Dr. P.V. Basheer Ahammed	(Asst.Prof. and Head, Dept. of Commerce)
Mr. Nasrullah P	(Asst. Prof. Dept of Mass Communication and Journalism)
Dr. Hassan Shareef K.P	(Asst.Prof. and Head, Dept. of Islamic Studies)
Dr Sahaya Shibu B	(Asst.Prof. and Head, Dept. of Biotechnology)
Dr Shonima Govindan	(Asst.Prof. and Head, Dept. of Biochemistry)

Mr. Moosa Foulad Panchayath Member

Ms. Shainy NK IQAC Coordinator

DECISIONS:

- IQAC members unanimously agreed to proceed with the accreditation
- Decided to conduct a NAAC awareness session by bringing an expert (Prof. Dr. M. Abdul Rahman) for interaction and reviewing the current status of the Institution.
- Principal directed the IQAC team to look upon all the necessary steps to improve the Quality of the Institution and also to sensitize all the faculty about the college's initiatives towards accreditation.

The IQAC coordinator proposed the vote of thanks


**IQAC Coordinator
SAFI Institute of Advanced Study
Malappuram - 673633**




**PRINCIPAL
SAFI INSTITUTE OF ADVANCED STUDY
Vazhayoor East P.O, Malappuram Dist.,-673 633
Kerala State**

Ms. Shainy N.K.

IQAC Coordinator

Prof. (Dr). A. A. M. Kunhi

Principal