



GEMS ARTS AND SCIENCE COLLEGE

An ISO 9001 : 2015 Certified Institution

(A unit of Global Education and Management Studies Co-operative Ltd., No. M. 782)

(Affiliated to University of Calicut and UGC Recognized under Section 2 (f) of UGC Act 1956)

Ramapuram, Kadungapuram P.O, Malappuram Dt., Kerala. Pin - 679321, Ph : 04933-256123, 255700

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ACADEMIC COUNCIL MEETING MINUTES



Minutes of HODs meeting held on 14/01/2021
at 12.30 PM

Members Present

- ① Dr. Navien Mohan
2. MOHAMED NAVAS. K
3. HARI. K
4. SAJU DEVASIA
5. SIVAKUMAR. K
6. Youfal. P
7. ANAND. C.
8. Arun. K
9. Nawab Shameel. NK
10. Abdul Bheedu. V
11. Mohammed AD. OK
12. Sreelakshmi. K
13. Seetha. P
14. Abdul Rahman. W
15. For hod Padmaja. C
16. Shiny. P
17. Sulabha Das. P
18. Shana Rameen T. T

Decisions:

- ① Decided to collect feedback from PH Students
- ② COVID SOP to be followed by all the departments
- ③ Teachers Diary to be completed and submitted before 5/2/2021.

14/01/2021

Minutes of HOD's Meeting held on 01-02-2021
at 11.30 am, Principal Cabin.

Members Present.

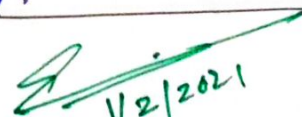
- 1.
2. Mohamed Navas. K
3. Abilul Rahman. W
4. Anoes Kabu. P/K
5. Nawab Sharief. NK
6. Noufal. P
7. ANAND. C.
8. Anon. K
9. Sreelakshmi. K
10. Shiny. P
11. SUKABHA DAS. P
12. Mohammed Ali. OK
13. SAJU DEVASIA
14. HARI. K
15. Seetha. G
16. Radhika. R

Agenda:

1. Closing of sixth semester class.



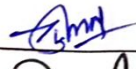
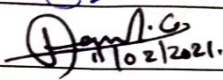
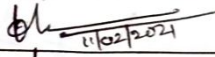
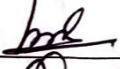
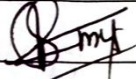
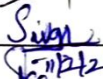

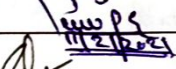

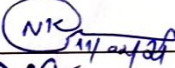


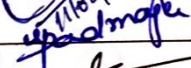

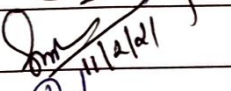

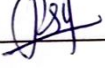
Decisions

- ① Closing of 6th sem classes on 15/03/2021.
- ② SA class to start on 16/03/2021.
- ③ Individual Registers to be submitted before 31st March.
- ④ First Sem - March 15 closing date.
- ⑤ Fees collection to be taken as serious matter and dues to be cleared.

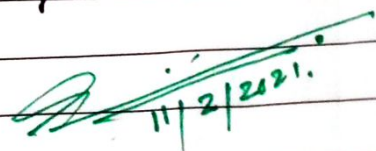

1/2/2021

Minutes of H.O.D's Meeting held with Chairman and other Board Directors held on 11-02-2021 at 12.00pm, Principal Cabin

Members Present.

1. Mangalukumar A. 
2. Dr. Navan Mohan 
- 3.
- 4.
5. Mohamed Navas. K 
6. ANAND.C. 
7. ABDUL KHADER V 
8. Radhika - R 
9. Shirsy - P 
10. SIVAKUMAR.K 
11. HARI.K 
12. Mohammed Ali .K 
13. SAJU DEVASIA 
14. Navab Shareef .NK 
15. Aneesh Kumar .C 
16. Seethal.P 
17. for hod Padmaja .C 
18. Sreelakshmi .K 
19. Aparaj.P 
20. Smitha Prasad 
21. Sulabha Des.P 

- ① Discussed Results of 2017-2020 Batch.
- ② Discussed activities done by individual department
- ③ Decided to come up with individual department tutorial videos of 1hr duration to help average and below average learners.

 11/2/2021.

Minutes of HODs meeting held on 5/03/2021.
in Principal's room @ 9.30 AM.

Members Present

- ① Dr. Narven Mohan
- 2 Seelkaly
- 3 Abdul Khader. V
4. Abdul Rahman. W
- 5 SIVAKUMAR. K
- 6 Anupal. P
- 7 Anon. K
8. Shinsy. P
9. Radhika. R
10. Sulabha Das. P
11. HARI. K
12. Navab Shareef. N. K
- 13 Mohammed Ali. O. K
- 14 SASU DEVASIA
- 15 Sreelakshmi. K
- 16 Anooz Babu. P. K
17. ANAND. C.
18. MOHAMED NAVAS. K

DECISIONS

- ① 1 SEM closure date 20/03/2021.
- ② 4 SEM closure date 31/03/2021.
- ③ Fifth Sem and Third Sem internal minimum mark decided to give 15/20.

Minutes of HODs meeting held on 31/03/2021 in Principal Cabin @ 10.30 am.

Members Present

- 1.
2. Mohamed Navas. K
3. Seetha P
4. Noufal P
5. SIVAKUMAR. K
6. ANAND. C.
7. Radhika R
8. Haritha Babu. V
9. Smitha Prasad
10. Abdul Kheer. V
11. Aneesh Kumar. C
12. Mohammed Ali. K.
13. Navab Shareef. N. K
14. HARI. K
15. Anoo Babu. P. K
16. Sulabha Das. P
17. Shinsy. P
18. Sreedakshmi. K

Agenda:

1. Academic year closing
2. SAAC Register submission.
3. classes in April Month

Decisions

- ① Academic year will end by 31st March however online classes are to be engaged by those Depts who are lagging behind.
- ② SAAC Registers to be submitted before April 5th 2021.
- ③ Online classes to be engaged in the month of April.

31/3/21

Minutes of the HOD meeting held on 14/09/2021

Venue: Principal's chamber

Members Present



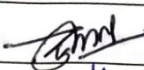
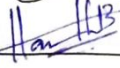



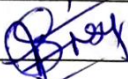
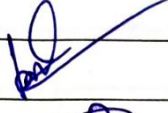


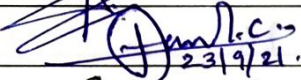
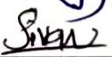

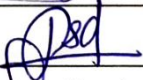
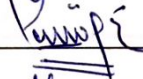

- ① Dr. Navreen Mohan
- ② Shinsy P
- ③ Sreelakshmi K
- ④ Radhika R. Krishna
- ⑤ Anwar Babu Pk
6. Abdeul Rahman. cv
7. HARITHA B
8. Smitha Pramod
9. Seetha P
10. HARI K
11. Abdeul Khader U
12. Mohammed ADI. K
13. Anwar K
14. Sulabha Das P
15. SIVAKUMAR. K
16. Raghu. M. D
17. ANAND. C.
18. Mohamed Navas. K

Decision

- ① Third sem fees date: Sep 25th.
- ② Admission Management Quota - SEP 15, 16, 17
- ③ Done online verification of class and decided to call teachers along with HODs.
- ④ Study leave and revision class to be given to 5th Sem students.
- ⑤ Result analysis to be submitted before SEP 30.

Minutes of HOD meeting held on 23/09/21

Venue: Principal's chamber.

1. Abdul Rahman. W 
2. Anooz Babu. Pk 
3. ~~...~~ standing Guest.
4. Mohamed Navas. K 
5. HARITHA. B 
6. Seelkapp 
7. Sreelakshmi. K 
8. Smitha Pramod 
9. Shiny. P 
10. Radhika. R. Krishna 
11. Raghu. M. D 
12. Anam. K 
13. ANAND. C. 
14. SIVAKUMAR. K 
15. GARI. 
16. SUXABHA DAS. P 
17. Mohammed Ali. K 
18. Abdul Khader. U 

Decisions.

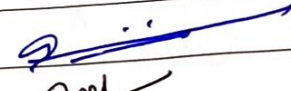
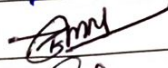

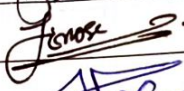

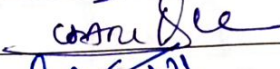
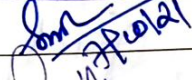



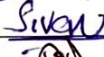

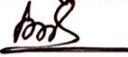




- ① Third sem Fees date extended for Sep 25th to Oct 5th.
- ② Decided to include IQAC convenor in all HOD meeting hereafter.

23/09/21

Minutes of HOD'S meeting held on 7/10/21
at 12.30 PM

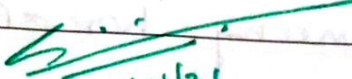
Venue: Principal's room.

Members Present

- | | | |
|-----|------------------|--|
| ① | Dr. Navan Mohan |  |
| 2 | Mohamed Navas. K |  |
| 3. | Abdulsamad. C |  |
| 4. | Dr. FINOSE. A |  |
| 5. | Anoos Babu. Pk |  |
| 6. | HAEI. K |  |
| 7. | Smitha Prasad |  |
| 8 | Mohammed Ali. K. |  |
| 9. | Sruthi. B. Nay |  |
| 10. | Arun. K |  |
| 11. | SIVAKUMAR. K |  |
| 12 | Sulabha Das. P |  |
| 13. | Radhika. R |  |
| 14. | HARISHA. B |  |
| 15. | Raghu. M. D |  |
| 16 | Abdul Khader. V |  |
| 17. | Abdul Rahmaan. C |  |

Decisions

- ① Decided to review SAAP in presence of Academic director, IQAC convenor and Management representatives.


7/10/21.

Minum of HOD's meeting Held on 5/01/2022 at
12:00 PM

Venue: Principal's room.

Members Present

Agenda: Switching of Semesters.

- 1) Dr. Navin Mohan
- 2) Raghu. M. D
- 3) Abdul Khader. V
- 4) ABIN K. I, BTM
- 5) ANAND. C.
- 6) Arun. K.
- 7) SIVAKUMAR. K
8. Shinsy. P
9. Radhika. R. Krishna
10. Abdul Basheer. V
11. Abdul Rahman. V
12. Anous Babu. Pk
13. HARI. K
14. Narab Sharada. N. K
15. Mohan and Ashraf

Decisions

① Decided to finish 3rd semester portions before 31 JAN 2022 and 1st SEM portions before Feb 10, 2022.

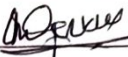
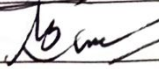
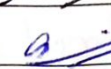
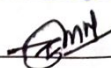
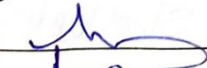



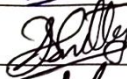




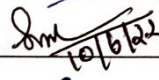
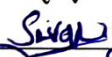
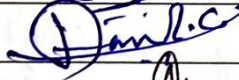


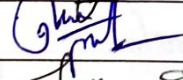
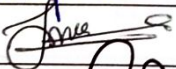
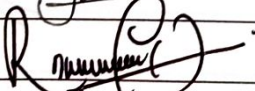

② Hereafter revision sessions will be done only through online mode.

③ Hybrid method of teaching using offline and online methods will be used by departments to cover the portions.

5/01/22.


Minutes of HOD meeting held on 10-06-2022 at
11.00 am @ Principal Cabin.

Members Present.

1. M. Vasundhara. 
2. ~~Dr. Bhraman~~  10/6/2022
3. ~~Dr. Navan Mohan~~ 
4. Mohamed Nalask 
5. ~~Mohammed Ashraf~~ 
6. Anand.K. 
7. Mohammed Ali.K 
8. Anous Jabu.P.K 
9. Jayasree.K.G 
10. Radhika.R. Krishna 
11. Shiny.P 
12. Seetha.P 
13. Veena.C. Vasanth 
14. Smitha Prasad 
15. SIVAKUMAR.K 
16. ANAND.C. 
17. MOHAMED SHABEERA.A 
18. Ishaq Ali pashai 
19. ~~Muhammad Anwar.P~~ 
20. Dr. Feroze.H 
21. ~~Abdul Rahman.V~~ 
22. Veena.C. Vasanth 

Decisions

- ① Notes not to be given at night to students through mobile phone especially to hostel students.
- ② Phone use to be restricted in college campus.
- ③ Books to be donated to library by students and parents along with teachers.


10/6/22