First minutes of the reconstituted IQAC – minutes with members present and decision taken in the meeting of IQAC steering committee held on 19/11/2012 Monday.

**Members Present:**

 **1.** Dr. Manoj Praveen G.

 **2.** Dr. Vijayakumari

 **3.** Dr. Mohamed Salim

 **4.** T.K Umer Farooque

 **5.** Dr. Noushad. P.P.

 **6.** A. Faziluddin

 **Agenda:**

 **1.** Action plan for the next academic year.

 **2.** Online AQAR

 **3.** Publication Division

 **4.** Staff API

**Decisions:**

**1.** Meeting resolved to present a detailed action plan for the next academic year in the next meeting of IQAC.

**2.** It is decided to entrust Dr. Vijayakumari and Dr. Noushad P.P to study the structure of the new online AQAR and to present in the next meeting.

**3.** The meeting resolved to constitute a publication division, the detailed proposal of which shall be present in the next meeting by Dr. Noushad PP. and Dr. Mohammed Salim.

**4.** The meeting resolved to maintain a computerized databank regarding the API profile of the faculty members of FTC. Dr. T. Mohammed Slim will be in charge of this.

 Manoj Praveen G.