

Action Taken Report Based on IQAC Meeting Minutes (14-12-2018)

Meeting Date: 14-12-2018

Time: 4:00 PM

Venue: Principal's Room

Attendance:

- Dr. K. Prabhakaran Nair, Principal
- Dr. Subu Surendran, HOD - CSE (Coordinator)
- Dr. R. Ajith, Dean, Students Affairs
- Dr. Jayasudha J. S, Dean, Academics
- Prof. M R Sarathchandradas, Dean, PG Studies
- Dr. Soniya B, Professor, Dept. of CSE
- Dr. P. P. Thomas, HOD - BT
- Dr. Anitha C. S., Assoc. Professor, Dept. of Mathematics
- Dr. G. Mohan, Professor, Dept. of ME
- Prof. Sajith Sethu P, Assistant Professor, Dept. of ECE
- Dr. Shimi Lawrence, Coordinator – KTU
- Prof. Anoop Kumar S, Associate Professor - Dept. of ME
- Prof. Susmitha Kumari, Assistant Professor, Dept. of BT
- Prof. Preeja V, Assistant Professor, Dept. of CSE
- Prof. George M Joseph, Assistant Professor - Dept. of ECE
- Prof. Prakash U, Assoc. Professor, Dept. of ME

Agenda and Actions Taken:

1. **Finalizing Scope and Agenda of the 2nd College Advisory Board (CAB) Meeting:**
 - **Action:** The agenda for the 2nd CAB meeting scheduled on 22nd December 2018 was finalized. The finalized agenda includes approval of previous minutes, presentation of the action taken report, Principal's report, and formulation of solutions for improvement in various areas such as teaching-learning processes, industry interaction, employability, research ambiance, and community services. Additionally, a five-year plan was discussed, including proposals for hostel facilities, a research block, an auditorium, a playground area, and new courses (BDES and BTech in Civil Engineering).
2. **Discussion on External Audit Report:**
 - **Action:** The external auditor's suggestion to improve the physics lab environment was noted. Steps have been initiated to enhance the lab facilities, including upgrading equipment and improving the overall lab environment to meet the required standards.

Coordinator:
IQAC