

MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL(IQAC)

The meeting was held at 4.00pm on 14-12-2018 in Principal's room.

Agenda:

1. Finalizing scope and agenda of the 2nd College Advisory Board meeting scheduled on 22nd December 2018.
2. Discuss external audit report.

Attendance:

Members present

1. Dr. K. Prabhakaran Nair, Principal
2. Dr. Subu Surendran, HOD -CSE (Coordinator)
3. Dr. R. Ajith, Dean, Students Affairs
4. Dr. Jayasudha J. S, Dean, Avcademics
5. Prof. M R Sarathchandradas, Dean, PG Studies
6. Dr. Soniya B, Professor, Dept. of CSE
7. Dr. P. P. Thomas, HOD-BT
8. Dr. Anitha C. S., Assoc. Professor, Dept. of Mathematics
9. Dr. G. Mohan, Professor, Dept. of ME
10. Prof. Sajith Sethu P, Assistant Professor, Dept. of ECE
11. Dr. Shimi Lawrence, Coordinator –KTU
12. Prof. Anoop Kumar S, Associate Professor- Dept. of ME
13. Prof. Susmitha Kumari, Assistant Professor, Dept. of BT
14. Prof. Preeja V, Assistant Professor, Dept. of CSE
15. Prof. George M Joseph, Assistant Professor- Dept. of ECE
16. Prof. Prakash U, Assoc. Professor, Dept. of ME

Discussion/ Decisions

- i. The meeting discussed and finalized following agenda for 2nd CAB meeting scheduled on 22/12/2018.

Agenda of the CAB

1. Approve the minutes of the last college advisory board meeting.
2. Present the action taken report.
3. Principal's Report.
4. Formulation of workable solutions for improvement in the following areas:
 - a. Quality of Teaching learning Processes.
 - b. Industry Institution Interaction.
 - c. Increase the employability of students.
 - d. Improve the research ambiance of the institute.
 - e. Community Services
5. Five year plan
 - a. Hostel facility for students.
 - b. Proposal for making a research block.
 - c. Construct an auditorium.
 - d. Proposal for playground area.

- e. Starting new courses: 1. BDES (Bachelor of Design)course
2. BTech (Civil Engg.)
- 6. Any other item permitted by the Chair
- ii. The external auditor suggested to improve the physics labs environment.

The outcome of the meeting should be the setting up goals to be met by the Institution for the next Academic year.

The meeting concluded at 5.00 pm.

Coordinator
IQAC