

# Toc H INSTITUTE OF SCIENCE & TECHNOLOGY, ARAKKUNNUM

## Minutes of the Meetings of Internal Quality Assurance Cell

2017-2018

SL. NO	DATE	MEMBERS PRESENT		POINT DISCUSSED
	05/06/2017	Dr.Preethi Thekkath, Principal Dr.Babu John, Vice Principal & HOD,ME Dr.Raveendran Nair, Dean Academics & Student welfare Dr.K J John, Professor Dr.P I Paulose Prof. S & H Dept. Mr.Hose Philip , MD BESL Infra Projects Ltd. Prof.Jacob Thoompunkal, Maths Dept. Mr.George C Mathew, Asst.Prof., MBA Mr. Sujith Jose, Alumini Representative Mr.Pranesh B J Admn.Manager Mr. A K Balakrishnan, Member Grama Panchayath Ms.Anjana Madhusoodhanan, Student Representative Mr.Raghu PTA representative		The activities during the period from Dec16 to May 17 were discussed and reviewed FDP to be conducted for faculty in June/July 2017 in all departments IEEE and ISTE activities to be rejuvenated. Constructive suggestion from all the faculty members regarding conduct of valuation of answer scripts to be submitted to the principal and forwarded to KTU at the earliest. In the AICTE approval extension, intake of students to be reduced to 90 in ECE dept. and to 30 in IT dept. are to be included website/brochure Motivate the students to participate in various competitive programmes in technology related to their engineering fields For selection of new faculty PhD holders are preferred Placement details are to be uploaded in the website Reviewed the NBA accreditation work

	<b>29/01/2018</b> Prof. Dr. Varghese Paul(CUSAT) Prof. Dr R Ravindran Nair, Dean , Academics & Student Affairs Prof. Jacob Thoombungal, (Maths) Asso. Prof. Deepa Elizabeth George, (HoD, ECE) Asso. Prof Sreela Sreedhar(HoD,CS) Prof. Dr. Hareesh N Ramanathan (HoD, MBA)	Prof. Dr. P. I. Paulose (Sc &H) Prof. Dr. K J John (Sc &H) Dr. Sanjay Gopinath (Sc &H) Dr. Mercy Jacob(HoD, Maths) Asso. Prof. Vasudevan (CE Dept) Mr. Viju Nair (Physical Edu) Ms Saira Varghese(CS) Mr George C Mathew(MBA) Ms. Manju mohan(Student CSE)	Congratulated all the NBA Accredited Departments. All other departments are directed to go for NBA Accreditation. College has to go for NAAC Re- Accreditation. NAAC Re-accreditation Committee has to be constituted at the earliest. Asst. Prof. Sangeetha S of Civil Department is entrusted with the duty of coordinating NAAC Re- accreditation process
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Prof.P I Paulose

Coordinator IQAC