

Meeting dated 25-07-2022

Members Present .

M.C. Mayin Haji

Prof K.K. Abid Hussain Thangal .

Abdul Hameed Master

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Dr. G. Ramesh

Haji C.K. Zubair

Prof Hameesh Babu k S

Prof Sreesara S

Dr. Hema Nalini

Dr. Mubarak M

Dr. Ranjith Ravi

Dr. Febina Beeri

Dr. SadiquAli A

Prof. Shamsudheen V P

Prof. Baiju B.S

Prof. Mohammed Shameem

Prof. Jouhar C

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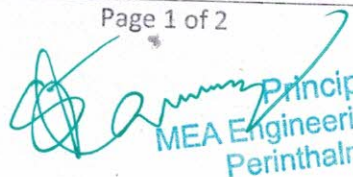


MINUTES OF IQAC ONLINE MEETING held on 25.07.2022, 3 pm

The meeting was chaired by Director (IQAC), Prof. Haneesh Babu K T

Members present (As per attendance recorded in the Minutes Book)

Item No.	Agenda /Decision	Remarks
1	Address by the Principal: The Principal briefed the members about the present status of IQAC and its activities.	
2	Review of previous meeting minutes: The Committee reviewed the minutes of previous meeting.	
3	Duty leave of students and conduct of re-tests: It is decided to recommend the College Council for restricting the days of duty leave granted to students in connection with various programmes, common date for the conduct of re-tests etc. The College Council is also recommended to follow a uniform pattern for conducting the re-tests.	
4	Internal Academic Audit and External Academic Audit: As the University has informed to conduct the External Academic Audit between 15.11.2022 and 24.11.2022	
5	Academic reforms for the new academic year (2022-23): The IQAC has entrusted Prof. Sreeram, Dean (Acad) to proceed with the work for preparing the new academic reforms for the new academic year (2022-23). The ERP is also to be updated accordingly.	
6	Publication of journals, papers etc.: The IQAC recommends to improve the publication for journals, papers etc. by faculty members.	
7	University result improvement: IQAC has observed that if the faculty advisors act as Mentor it will be a motivation for the students and this will improve the University results to a certain extent.	
8	Bridge Courses: It is decided to conduct Bridge Courses for the newly admitted first year and lateral entry students during 2022-23 in the subjects as per the need of students.	



Principal
MEA Engineering College
Perinthalmanna



MEA ENGINEERING COLLEGE PERINTHALMANNA

Action Taken Report - IQAC MEETING held on 25.07.2022

Item No.	Decision	Action taken
3	<p>Duty leave of students and conduct of re-tests: It is decided to recommend the College Council for restricting the days of duty leave granted to students in connection with various programmes, common date for the conduct of re-tests etc.</p> <p>The College Council is also recommended to follow a uniform pattern for conducting the re-tests.</p>	<p>New academic reforms are framed in line with KTU guidelines from this academic year onwards.</p>
4	<p>Internal Academic Audit and External Academic Audit: As the University has informed to conduct the External Academic Audit between 15.11.2022 and 24.11.2022</p>	<p>The IQAC Internal Audit has been conducted on 09, 10 and 11 November 2022.</p> <p>External Audit is expected to be conducted between 15 and 24 November 2022.</p>
5	<p>Academic reforms for the new academic year (2022-23): The IQAC has entrusted Prof. Sreeram, Dean (Acad) to proceed with the work for preparing the new academic reforms for the new academic year (2022-23). The ERP is also to be updated accordingly.</p>	<p>New academic reforms are framed in line with KTU guidelines from this academic year onwards,</p> <p>Purchase Order for the supply and installation of Etlab-Campus ERP has been placed on 27.10.2022.</p>
6	<p>Publication of journals, papers etc.: The IQAC recommends to improve the publication for journals, papers etc. by faculty members.</p>	<p>Many faculty members have already published journals and papers. Still more are advised to publish.</p>
7	<p>University result improvement: IQAC has observed that if the faculty advisors act as Mentor it will be a motivation for the students and this will improve the University results to a certain extent.</p>	<p>Mentoring process has been already started. Tutors and faculty members have been allotted some group of students to carry out the process.</p>


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8	Bridge Courses: It is decided to conduct Bridge Courses for the newly admitted first year and lateral entry students during 2022-23 in the subjects as per the need of students.	Bridge course has already been conducted for first year and lateral entry students.
9	Feed back: There is an existing system of feedback from students regarding the performance of faculty members, College amenities, from students, parents and staff members. It is decided to increase the number of participation in the process of feedback.	It is decided in the College Council to inform students through HODs about of importance of feedback.
10	Programmes of professional bodies: It is decided that NSS, IEDC, IEEE, UNAI, NPTEL and other Department Professional Bodies should increase the number of programmes of high quality.	All the programmes have been conducted, but, programmes of UNAI and NPTEL are to be conducted.
11	College Union Election: It is decided to conduct the College Union Election after receiving the schedule from KTU.	Waiting for the order from KTU.
12	NBA accreditation – Civil Engineering Dept. Three set of dates were proposed for the NBA peer committee inspection which has been lapsed. New dates are to be proposed during the new academic year (2022-23). Subsequently the documents already prepared to be reviewed before proposing the date for inspection.	Contacted NBA office and as informed, the date for inspection till December not available. Waiting for the next slot.
13	Graduation Day: The IQAC recommends for conducting the Graduation Day Programme for the passed -out students of 2022 batch.	The Graduation Day programme conducted successfully on 26.10.2022.
14	Scholarship scheme for 2022 admission: The committee recommends the proposal of scholarship scheme for the deserving students of 2022 admission.	It is decided to grant scholarship to meritorious students of KTU Examinations.
15	Submission of AQAR: It is informed all HoD's to furnish the required details for the submission of AQAR which will be submitted at end of the year.	The details ready for the submission of AQAR.


 Principal
 MEA Engineering College
 Perinthalmanna



Director (IQAC)