



MEA ENGINEERING COLLEGE PERINTHALMANNA

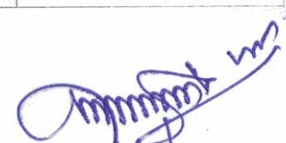
MINUTES OF IQAC MEETING held on, 19/11/2022, 3 pm

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

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

Item No.	Agenda /Decision	Remarks
1	<p>Review of the Mock Audit findings:</p> <p>The Chairperson opened the meeting by providing an overview of the Mock Audit conducted prior to the upcoming University Academic Audit. The findings and observations from the Mock Audit were presented to the DQAC members for discussion. The members attentively reviewed the feedback and appreciated the efforts made during the Mock Audit to identify potential areas of concern.</p>	
2	<p>Identifying areas for improvement:</p> <p>The DQAC members engaged in a constructive discussion to identify areas where the Departments could make improvements to ensure a successful Academic Audit.</p> <p>Some of the key areas highlighted included:</p> <ul style="list-style-type: none">- Strengthening documentation practices for MOOC courses: It was noted that certain documentation in MOOC courses lacked clarity during the Mock Audit. The DQAC members agreed on the importance of maintaining comprehensive and organized records to address this concern.- Faculty development: The DQAC members observed that enhancing faculty development programs could further improve teaching practices and contribute to better student outcomes. They discussed the possibility of introducing more training sessions and workshops for faculty members.- Alignment with accreditation criteria: The members discussed the importance of ensuring that all audit processes and procedures align with the criteria set by University / accrediting bodies.	


Principal
MEA Engineering College
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Director (IQAC)



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Action Taken Report of IQAC MEETING with DQAC members held on 19.11.22

Item No.	Decision	Action Taken
1	<p>Identifying areas for improvement:</p> <p>The DQAC members engaged in a constructive discussion to identify areas where the Departments could make improvements to ensure a successful Academic Audit.</p> <p>Some of the key areas highlighted included:</p> <ul style="list-style-type: none">- Participation for MOOC courses and Continuation of Minor courses: <p>It was noted that comparatively less participation of students in MOOC courses is noted. It is advised that the Departments should take measures for improving the participation in future. Very less students were continuing the Minor courses in higher semesters due to delay in University Examinations and due to overlapping of MOOC courses during University Examination.</p> <p>The DQAC members agreed on the importance of maintaining comprehensive and organized records to address this concern.</p> <ul style="list-style-type: none">- Alignment with accreditation criteria: The members discussed the importance of ensuring that all audit processes and procedures align with the criteria set by University / accrediting bodies.	<p>Mock audit findings were discussed with DQAC members and reports were distributed.</p> <p>Potential gaps were identified in each Department. The Chairman & the Director instructed them to rectify before External audit scheduled on 16.06.2022</p>


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