



MEA ENGINEERING COLLEGE PERINTHALMANNA

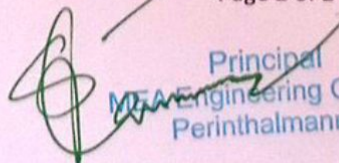
MINUTES OF IQAC MEETING held on 29.11.2023, 3 pm, Venue:- IQAC Hall

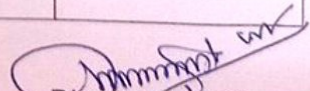
The meeting was chaired by Director (IQAC), Prof. Haneesh Babu K T

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	Academic Schedule It entrusted the Dean (Academic) for preparing the academic calendar as per directions and calendar published by university for the upcoming even semester (2023-24- Even semester).	
4	New ERP issues related to NBA format Discussed new ERP issues and shared a Google sheet to all staffs for writing the issues related to it. This sheet is shared with EPP officials also.	
5	Publication of journals, papers etc.: The IQAC recommends to improve the publication for journals, papers etc. by faculty members. It is recommended to give remuneration for the articles published in Scopus also.	
6	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. The even semester (2022-23) attendance and internal marks and university results were discussed and found improved. It is observed that many first year students have failed only in C programming. So Prof. Muhammed Shameem is asked to submit a detailed report for the improvement of the results for the subjects for the upcoming year.	
7	Programs of professional bodies: It is decided that NSS, IEDC, IEEE, UNAI, NPTEL and other Department Professional Bodies should increase the number of programs of high quality.	

8	<p>Approval of EL department Mission Vision and PSO statements</p> <p>IQAC reviewed the Mission and Vision statements for Electrical and Computer Engineering department and passed it to the governing body for approval.</p>	
9	<p>NAAC reaccreditation</p> <p>The SSR submission is completed, it is advised all to do the work for receiving the peer team expected on the month of February 2024. It is recommended the college council to see the case for necessary action.</p> <p>Student satisfaction survey is conducted by NAAC and very Good response (17%) from the students.</p> <p>It is advised to have internal audit in the month of January in regards to the peer team visit.</p>	
10	<p>Development of one best practice – every year</p> <p>The Chairman emphasized on adapting a best practice every year to ensure quality education, student satisfaction, and overall institutional development. Some of the best practices for the Institution to be considered may focus on following areas (not limited to):</p> <p>Academic Excellence, Quality Faculty Recruitment, Student-Centric Approach, Modern Infrastructure, Industry Partnerships, Promoting work culture for Research and Innovation, Timely &amp; Continuous Assessment and Feedback, Training Programmes to enhance teaching skills, research capabilities, and leadership qualities for faculty members, Student Support Services, Entrepreneurship Development, Social Outreach of students by sustainable development projects to instil a sense of social responsibility, Anti-Ragging and Anti-Discrimination policies, Green Initiatives, Fostering strong alumni relationships, Accreditation and Quality Assurance, Effective Governance and Leadership, Encourage interactive and participative learning methodologies, Practicing prudent financial management to ensure financial stability and sustainability in the long run.</p>	
11	<p>Programs for commemorative days in India 2023-2024</p> <p>The Chairman discussed about the programs that could be tailored and adapted based on the specific theme and objectives of each commemorative day. Additionally, involving local communities and stakeholders can make these events more impactful and meaningful.</p>	
12	<p>KTU External 2022-23 Audit.</p> <p>KTU External auditor given Good comments for 2022-23 external audit and so the IQAC chairman and Director appreciated the whole faculty and staff members for their great effort rendered.</p>	

  
Principal  
MEA Engineering College  
Perinthalmanna

  
Director (IQAC)



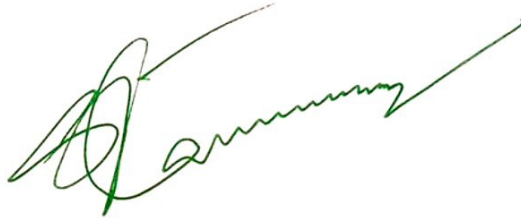
## MEA ENGINEERING COLLEGE PERINTHALMANNA

### Action Taken Report - IQAC MEETING held on 29.11.2023

Item No.	Decision	Action taken
3	Academic Schedule It entrusted the Dean (Academic) for preparing the academic calendar as per directions and calendar published by university for the upcoming even semester (2023-24- Even semester).	Dean (Academic) prepared the academic calendar as per directions and calendar published by university for the even semester (2023-24).
4	New ERP issues related to NBA format Discussed new ERP issues and shared a Google sheet to all staffs for writing the issues related to it. This sheet is shared with ERP officials also.	Shared a Google sheet to all staffs for writing the issues related to it.
5	Publication of journals, papers etc.: The IQAC recommends to improve the publication for journals, papers etc. by faculty members. It is recommended to give remuneration for the articles published in Scopus also.	Asked HoD's to inform faculty members
6	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. The even semester (2022-23) attendance and internal marks and university results were discussed and found improved. It is observed that many first year students have failed only in C programming.	Results improved as per the result analysis.  Prof. Muhammed Shameem is asked to submit a detailed report for the improvement of the results in C programming for the upcoming year.
7	Programs of professional bodies: It is decided that NSS, IEDC, IEEE, NPTEL and other Department Professional Bodies should increase the number of programs of high quality.	Informed the coordinators.
8	Approval of EL department Mission Vision and PSO statements IQAC reviewed the Mission and Vision statements for Electrical and Computer Engineering department and passed it to the governing body for approval.	It is passed to governing body for approval.

9	<p>NAAC reaccreditation</p> <p>The SSR submission is completed, it is advised all to do the work for receiving the peer team expected on the month of February 2024. It is recommended the college council to see the case for necessary action.</p> <p>Student satisfaction survey is conducted by NAAC and very Good response (17%) from the students.</p> <p>It is advised to have internal audit in the month of January in regards to the peer team visit.</p>	<p>SSR submitted. Students satisfaction survey done and instructed all HOD's to give their requirements for the final works to be done in their respective departments.</p>
10	<p>Development of one best practice – every year</p> <p>The Chairman emphasized on adapting a best practice every year to ensure quality education, student satisfaction, and overall institutional development. Some of the best practices for the Institution to be considered may focus on following areas (not limited to):</p> <p>Academic Excellence, Quality Faculty Recruitment, Student-Centric Approach, Modern Infrastructure, Industry Partnerships, Promoting work culture for Research and Innovation, Timely &amp; Continuous Assessment and Feedback, Training Programmes to enhance teaching skills, research capabilities, and leadership qualities for faculty members, Student Support Services, Entrepreneurship Development, Social Outreach of students by sustainable development projects to instill a sense of social responsibility, Anti-Ragging and Anti-Discrimination policies, Green Initiatives, Fostering strong alumni relationships, Accreditation and Quality Assurance, Effective Governance and Leadership, Encourage interactive and participative learning methodologies, Practicing prudent financial management to ensure financial stability and sustainability in the long run.</p>	<p>Programs for placement and training have been carried out. Under the department association, departmental technical activities have been carried out.</p>
11	<p>Programs for commemorative days in India 2023-2024</p> <p>The Chairman discussed about the programs that could be tailored and adapted based on the specific theme and objectives of each commemorative day. Additionally, involving local communities and stakeholders can make these events</p>	<p>World Environmental day was conducted by Civil Engineering Department.</p> <p>Engineers day was conducted by Civil Engineering Department.</p>

	more impactful and meaningful.	
12	KTU External 2022-23 Audit. KTU External auditor given Good comments for 2022-23 external audits and so the IQAC chairman and Director appreciated the whole faculty and staff members for their great effort rendered.	Informed all.



Principal  
MEA Engineering College  
Perinthalmanna



Director (IQAC)

