MINUTES OF THE IQAC MEETING HELD ON 29.05.2022

Date : 29.05.2022
Mode: Online

Agenda:
- External Audit
- SKDC nodal center for districts of Kannur and Waynad
- Series Exam
- Results Analysis – University results for S2,S4 and S7
- General Academic Matters
- Any other matter

Members Attended:

1. Dr. Beena VI, Principal Head of Institution – Chairperson - IQAC
2. Dr. Reeda Kunhimangalam, IQAC Co-ordinator
3. Ms. Shayini R, AP in ECE
4. Mr. Siju , AP in ME
5. Ms. Akhila , AP in CSE
6. Ms. Nithya G P, AP in IT
7. Ms. Nivisha Chandran , AP in IT
8. Ms. Nivya T K AP in CE
9. Mr. Jayachandran C, Administrative Officer
10. Mr. Rinil KR, Secretary Alumni association

Action Taken Report:
- The college has obtained one year subscription of Scopus on remote basis under ESS scheme of AICTE. This can be normally accessed through the college library. however, in view of the pandemic situation Elsevier has opened up remote access for all staff and students at our college which can be accessed through the college email domain.
- All the staff and faculty members and all the students have been provided official email ID and Gsuite account has been created for all students
- Govt. of Kerala project to bridge the Digital Divide APJAKTU, providing laptops to students in affiliated institutions. Eight students have been selected from various departments based on their merit and other conditions stipulated

Minutes/Resolutions:

- The Syndicate of the University has decided to have the audit in physical mode with 2 external auditors from 2022 onward. It was also decided that the audit shall be conducted strictly in align with NBA accreditation process/procedure.
- The new audit manual (slightly revised) has been circulated. The audit schedule for 2022 is from June 8 to June 17.
- The IQAC and all department HODs have been entrusted with the preparation of all documents for the smooth conduct of the audit.
- With an aim to become the Skill and Knowledge Development Centre (SKDC) of Kerala, CAPE has decided to associate with K-DISC and a Skill Partner of it for the achievement of the objectives.
- Our college has been selected as one of the nodal Centres for the SKDC for the district of Kannur and Wayanad. The proposed courses under SKDC includes advanced technical skills, basic employability skills and training in other areas such as soft skills, entrance coaching, faculty development and traditional labour as well as vocational training for emerging areas.
- The inauguration of the SKDC nodal centre to be decided.
- The college has obtained one year subscription of Scopus on remote basis under ESS scheme of AICTE.
- Series exam dates are to be decided centrally from CAPE
- Result analysis of the latest university results were discussed. All faculty members need to put in more efforts to improve our results
- Student feedback shall be collected and evaluated

IQAC Co-Ordinator

Principal

Principal
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