

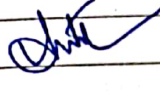
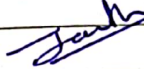
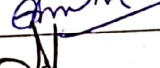

Date: 20.12.2021

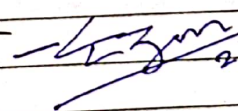
Venue: Board Room

## Agenda:

- . Review of previous ATR
- . AQAR status review
- . Offline class status review
- . COVID Vaccine status
- . Any other matters.

## Members present:

1. Dr Sunny Joseph
2. Dr Anto Subaya Dhas 
3. Dr Gnan Deshaachan
4. Dr Biju Mathew 
5. Dr Jeehan
6. Dr Jayesh George
7. Dr Manoj V. Thomas 
8. Ms. Lalji James 
9. Mr. Raju K Kurian
10. Mr. Josteen Puthumana

  
 20/12/23



**VIMAL JYOTHI**  
**ENGINEERING COLLEGE**  
Affiliated to API Abdul Kalam Technological University &  
Kannur University | Approved by AICTE  
Under the Archdiocese of Thalassery

Minutes and Action taken report of IQAC meeting 20.12.2021				
Sl.No	Details of Discussion	Target date	Action	Remarks
1	AQAR AY 2020-21		Criterion coordinators	Status reviewed
2.	Faculty publications		Individual faculty	Every faculty should try to publish a paper
3.	Offline class status		HoDs	Status reviewed
4.	Proposed to conduct alumni/industry interaction on every Saturday for 1 Hr for S3, S5 and S7 to improve their employability.		HoDs	
5.	Reviewed the COVID vaccine status			Requested the HoDs to advice the students to take vaccine if not already taken

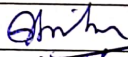
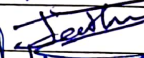
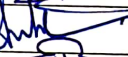
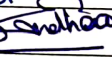


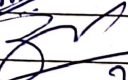


Date: 23.03.2022

Name: Board Room

## Agenda:

- Review of previous ATR
- AAR submission status
- Academic audit
- Internal Exam reform
- Any other matters!

1. Dr. Manoj V. Sharma 
  2. Dr. Jeeba 
  3. Dr. Anu Sahay 
  4. Dr. Biju Malhe 
  5. Prof. Laly James 
  6. Dr. Pashmi - TV 
  7. Rajiv K. Kulkarni 
- 21/3/22



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Minutes and Action taken report of IQAC meeting 23.03.2022				
Sl.No	Details of Discussion	Target date	Action	Remarks
1	AQAR AY 2020-21		Criterion coordinators	Submitted
2.	Faculty publications		Individual faculty	Every faculty should try to publish a paper
3.	Academic audit	22 <sup>nd</sup> March 2022	IQAC	Report discussed
4.	2019 REGULATION - Internal exam reform 3 internal Exams Internal 1 - Module 1 Internal 2 and 3 - 2 modules each		All faculty	
5.	Internal Exam QP format		IQAC coordinator	Strictly on University QP pattern



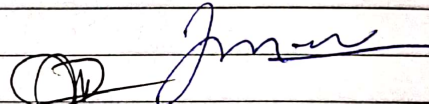

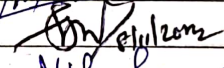
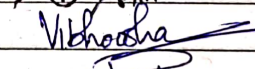
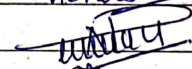
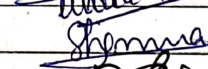
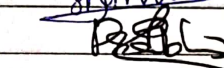
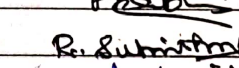
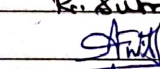
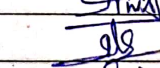
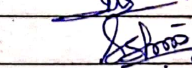
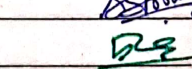
Date: 8/11/2022, 12:10 PM

Venue: Board Room

### Agenda:

1. Internal Audit 2022-23 ODP Sem
2. Upcoming KIU Academic Audit
3. Other matters

### Attendees

- |                                  |  |
|----------------------------------|--|
| 1. Dr. Ganesh Anoop              |   |
| 2. Justice: J. Pulthumara        |  |
| 3. Ms. M Francis (ME)            |  |
| 4. Dr. P. Sridharan (ME)         |  |
| 5. Dr. Vibhoosha M.P (CE)        |  |
| 6. Neena. V.V (CSE)              |  |
| 7. Shrima. P.K (ECE)             |  |
| 8. Prabir Jamb (EEE)             |  |
| 9. Dr. R. Senthil Kumar (EEE)    |  |
| 10. Anil Thomas M (ADS)          |  |
| 11. Sharmila. A AEI              |  |
| 12. Dr. Roshini TV Dean Academic |  |
| 13. Benny Joseph                 |  |

## Minutes and Action taken

Topic: IQAC Meeting		Date and Time: 8/11/2022, 12.10 PM		Venue: Board room
SL No	Details of discussions	Target Date	Action	Remarks
1	Internal Audit schedule	10/11/2022-11/11/2022	IQAC Members and Department DQAC	Audit report should be reached at IQAC coordinator before 11/11/2022, 3.00PM
2	It is proposed to convert every first Saturday is working day for the staff members only to conduct statutory meetings, departmental meeting and IQAC programs.		Governing Body	
3	* PA system for all faculty- It is proposed to Bulk purchase PA system for all faculties with subsidy from management.		Management	
4	It is proposed to Purchase Bulk Photocopying/Scanning machine for Digitization of office files.	-	Management	For Paperless office
5	Industry training for students for improving teaching learning process	Current semester onwards	Department heads	
6	IQAC report of QP Approval- Spaneous to be incorporated with detailed report such as date and time of approvals, rejection Comments, Various quality parameters.		Spaneous Admin	A detailed report is needed for the quality purpose.
7	Lecture Capture System for every classroom		Management	To support needy students like absentees, revision required students etc.
8	Motion sensor based power saving technology on every class room		management	To reduce the power usage. To support go green activity.
9	Encouraged to attend all 8 modules of Technical Teachers training program		Faculty who have less than 5 years experience	To improve teaching quality.
10	It is advised to use Knimbus Library Platform by all teachers and researchers	Immediate Action	Library	