

# College of Engineering, Adoor

## Internal Quality Assurance Cell (IQAC)

Minutes of IQAC meeting conducted online on 12/07/2023 using Google meet platform

Time: 8.00 pm

### Agenda:

1. Feedback of NBA accreditation.
2. Review of academic activities in the current semester
3. Report of internal academic audit.
4. Revamping of academic activities in the next academic year
5. Other relevant matters permitted by the chair.

### Members Attended

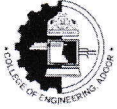
1. Dr. Sunilkumar K, Principal
2. Dr Jose Mathew (Convenor)
3. Dr. Deepa J, Professor, College of Engineering Chengannur, (Management Nominee)
4. Dr. Jayachandran E.S, Professor in ECE
5. Dr. John George, Professor in Electrical and Electronics Engineering (Nominee from professional society)
6. Dr. Binulal B R, Associate Professor in ME
7. Dr. Ajitha P. S, Associate Professor in Mathematics
8. Dr. Sreeja P, Assistant Professor in EEE
9. Mrs. Sreedeepta H. S, Assistant Professor in CSE
10. Mr. Deebu U S, Assistant Professor in ECE
11. Mr. Sigimon N B, Assistant Manager, Steel Industries and Forgings Limited, Thrissur (Nominee from industry)
12. Mr. Manoj T, Sub Division Engineer, BSNL, Pandalam (Nominee from alumni)

### Discussions:

The meeting started at 8.00 pm. Dr. Jose Mathew, convener welcomed all participants. Dr. Sunil Kumar K, principal briefed about the academic activities, NBA accreditation and other achievements of the institute. He also informed about the Alumni meeting scheduled on 28/7/2023 and the plan to conduct a grand alumni meet during December 2013/January 2014.

Dr. Jose Mathew presented the feedback on NBA accreditation. The main areas in which we need improvement are academic results, placement and higher studies, industry interaction and admission.

The placement officer Dr. Sreeja P explained the plan for conducting continuous training on soft skills. Dr. John George stressed the need for improving placement in core technical areas. Dr. Deepa J suggested that the



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placement in core engineering areas can be improved with the help of alumni association. Dr. Jose Mathew told that the placement in core areas can be improved only with the support of respective departments. The committee suggested taking initiatives in department level. Dr. Sreeja P offered all support from CGPU.

Dr. Deepa J suggested conducting remedial classes to improve the academic results. Dr. Jayachandran E S stressed the importance of motivating the students and conducting remedial classes to improve academic performance and results. He suggested conducting intensive remedial sessions for weaker students. The committee entrusted departments to identify weaker students and intensive conduct remedial sessions after academic hours.

The committee discussed about the progress of academic activities in the current semester and observed that the academic activities of second, third and fourth year courses completed satisfactorily. Dr. Ajitha P.S presented progress of first year classes. She told that there is some lagging due to unexpected holydays and reported that all faculty members are engaging extra classes to complete the syllabus in time.

Dr. Jose Mathew, presented general feedback of internal academic audit. Dr. Binulal B. R and Dr. Ajitha P. S also presented general feedback of internal academic audit. Generally some improvement is needed in documentation and achievement of course outcomes. The committee suggested completing all necessary entries in academic software well before the start of next academic year and entering the attendance and course coverage immediately after completion of each class.

Mr. Sigimon N B congratulated the institution for achieving NBA accreditation. He observed that most of the current graduates are lacking knowledge about the fundamental concepts and industrial applications of core engineering courses. The problem can be solved by giving industrial interaction and practical training from first year onwards. The committee decided to enhance industry interaction at department level, utilising the support of alumni and present the same in coming alumni meetings.

Mr. Manoj T detailed the internship opportunities in BSNL and allied sectors. He offered all support to the institution in giving training and internship.





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Dr. Jose Mathew concluded the meeting by expressing gratitude towards all members for their active participation and valuable suggestions.

#### Decisions taken:

1. Decided to take initiative to improve placement in core engineering areas with the help of alumni in department level.
2. The committee entrusted departments to identify weaker students and conduct remedial sessions after academic hours intensively.
3. Decided to complete all necessary entries in academic software well before the start of next academic year and entering the attendance and course coverage immediately after completion of each class.
4. Decided to improve the industry institute interaction at department level and give industry oriented training with the help of alumni from first year onwards.

A handwritten signature in blue ink, appearing to be 'Jose Mathew', written over a horizontal line.

**Dr. Jose Mathew (Convener)**

A handwritten signature in green ink, appearing to be 'Sunil Kumar K', written over a horizontal line.

**Dr. Sunil Kumar K, Principal**