



College of Engineering, Adoor
Internal Quality Assurance Cell (IQAC)

Minutes of IQAC meeting conducted on 18/2/2022

Venue : Online (Google meet)

Time : 7 PM

Agenda

1. Progress of NBA accreditation activities
2. Review of academic activities in the odd semester
3. Planning to improve academic activities.
4. Report of Internal academic audit
5. Attainment of course and program outcomes
6. Other relevant matters permitted by the chair.

Members Present

1. Dr. Sunilkumar K, Principal (Chairman)
2. Dr. Jose Mathew, Associate Professor in Mechanical Engineering (Coordinator)
3. Dr. Jayachandran E S, Professor in Electronics and Communication Engineering
4. Dr. Binulal B. R, Associate Professor in Mechanical Engineering
5. Dr. Sreeja P, Assistant Professor in Electrical and Electronics Engineering
6. Dr. Ajitha P S, Associate Professor in Mathematics
7. Ms. Sreedepa H. S, Assistant professor in Computer Science and Engineering
8. Mr. Deebu U S, Assistant Professor in Electronics and Communication Engineering
9. Dr. Deepa J, Professor in Electronics and Communication Engg. CE Changannur
10. Dr. John George, Vice Chair IEEE Professional Activities, Kerala Section
11. Mr. Sigimon N B, Assistant manager, Steel Industries and Forgings Limited, Thrissur
12. Mr. Manoj T, Sub Divisional Engineer, BSS and Transmission, BSNL Padalam
13. Sarasan T N, Administrative Officer
14. Ms. Sreeja Kumari, Vice President, Erathu Grama Panchayat
15. Jayakrishnan M R Student, Fifth Semester Electrical and Electronics Engineering

Discussions:

The meeting started online at 7.00 pm with a silent prayer. Dr. Jose Mathew delivered welcome address. He also introduced new members of IQAC. Principal Dr. K Sunilkumar explained about the current status of academic activities of the institute. He also pointed out that the results of S8 B.Tech students are satisfactory.

Dr. Jayachandran ES, Professor & HoD Electronics and communication explained about the status of NBA accreditation. The institute already submitted SAR. Now it is required to submit the revised SAR. The Institute is preparing for the revised SAR.



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Dr. Jose Mathew, Coordinator, IQAC, detailed the progress of academic activities of odd semester classes. Because of Covid-19 outbreak during January 2022, the institute is forced to shift the mode of conducting academic activities to online mode. He also suggested the need for conducting remedial classes to weak students for the courses like, Engineering Graphics.

Dr. Deepa J expressed the need of implementing proper student counselling system. The academic activities can be improved by implementing innovative teaching methods. She also suggested that involvement of students in co-curricular and extracurricular activities will be helpful in improving academics. Mr. Sigimon N B illustrated the need of industrial visits and trainings.

The internal members, Dr. Binulal B. R, Dr. Sreeja P, Mr. Deebu U S. Dr. Ajitha PS and Mrs. Sreedepa H. S shared their experience in internal academic audit. They suggested that there is a need of updating the academic details in the Ezgo App, the software used for the purpose.

Ms Sreejakumari, Mr. Manoj T expressed their willingness to support the academic activities of the institution. The student member expressed satisfaction in the academic activities of the institution. He suggested the importance of revamping the extra -curricular and co-curricular activities of the institution. The meeting concluded at 8.30 pm with a vote of thanks by Dr. Jayachandran E. S, Professor in Electronics and Communication Engg.

Decisions Taken:

1. Decided to revise the SAR submitted for NBA accreditation.
2. Suggested to conduct remedial classes for courses like Engineering Graphics.
3. Suggested to revamp extracurricular and co-curricular activities.
4. Decided to update all academic details in the Ezygo APP.

Dr. Jose Mathew

Coordinator – IQAC

Dr. Sunil Kumar K

Principal