

Minutes of IQAC 2nd Meeting.

Venue: Conference Hall Date: 10-3-2020 Time: 11 AM

List of Participants

- ① Dr. R.M. Mahesan, Principal, Chairperson
- ② Sri. A.K. Mani, Secretary MDIT
- ③ Dr. T.V. John, ISTE
- ④ Sri. K.G. Horsham, HOD (ME) - Coordinator
- ⑤ Dr. Azokan, HOD (EEE)
- ⑥ Sri. Mohammed Ali, HOD (Maths)
- ⑦ Smt. Smt. Nitya. V.P. HOD (CS)
- ⑧ Smt. Sheena HOD (CE)
- ⑨ Smt. Ligisha HOD (ECE)
- ⑩ Smt. Shumna, AP (Maths)
- ⑪ Smt. Jissi. N, AP (EEE)
- ⑫ Sri. Rajeevan. E.P, A.O
- ⑬ Smt. Varsha (Alumni)
- ⑭ Sri. Abhinav. Krishna - Student Member.

Agenda of the Meeting

- ① Approval of Minutes and Action Taken Report of first meeting.
- ② Review of last KTU Audit
- ③ Formation of new Internal Audit Teams & date of Internal Audit.
- ④ Review of Progress of Intern. NBA Accreditation
- ⑤ Review of Result.
- ⑥ Discussion on Admission for the next Academic Year.
- ⑦ Review of Industrial Meet AIM 2020, Convocation Program, Tech fest, KTU Hackathon
- ⑧ Review of campus selection
- ⑨ Review of Academic Calendar (MDIT)
- ⑩ Any other matter approved by chair.

Discussion:

The meeting started at 11 AM. The coordinator welcomed all the participants. The Principal & chairperson of IQAC briefed the Agenda of the meeting and importance of IQAC to improve the Quality of the functioning of the college. The Agenda was discussed in detail.

- (1) Approved the Minutes of the First IQAC meeting and Action Taken Report -

(2) Last KIU audit Report was reviewed in detail.

The College Academic Calendar and Department Academic calendar published were dismissed and accepted.

As directed in the KIU Audit, the internal Test Question Paper were prepared based on CO & PO and Bloom level. The valuation of answer sheets are also evaluated based on this.

The date of next internal Audit was decided on 24-3-2020 and 25-3-2020.

(3) An internal Audit team was constituted for the Audit with following members.

(1) Smt. Nithya. V.P., MOD (CS&E) - Coordinator

(2) Smt. Varsha. Azokan, CE

(3) Smt. Azwathi Mithran, CE

(4) Smt. Geetha Ravendran, CE

(5) Smt. Anjali, CE.

(6) Sri. Vipin RG, ME

(7) Sri. Ravithi K. Das, ME

(8) Sri. Akhil S, EEE

(9) Smt. Nithya. V.S. EEE.

(10) Smt. Binhi, ECE

(11) Smt. Aprna, ECE.

(12) Smt. Ambhidi, CS

(13) Smt. Rajeeva, CS

(4) NBA Accreditation

The whole work of NBA Accreditation is in progress but not as desired. Two programmes viz. Civil Engineering and Computer Science Engineering is decided to go for Accreditation. Lab improvement of CSE & CE will be completed by 30-3-2020 & Layout of colleges of all floors will be completed by CE dept. by 30-3-2020.

(5) Result of last academic semester is yet to be published. The previous results was analysed and as per principal directed the Head of Departments to improve further.

(6) Admissions.

MDIT is expecting a normal Admissions to the first year in the coming Academic Year.

(7) Industrial Meet AIM 2020 was a grand success

The meet addresses the problems of employability, enterpreneurship and Training and proposes suitable solutions. Major industrialists from Malabar Region were present and gave their valuable suggestions.

i. The MOIT decided to implement these decisions in the coming days.

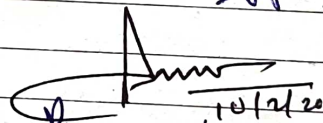
(b) A convocation programme ~~was for~~ for graduated B.Tech students were arranged and that motivated the present B.Tech students.

(c) Tech Fest on 19-2-2020 was a platform to students to exhibit their creativity. All the Department was actively participated in the Tech Fest.

(d) KTC Hackathon was organised in our college from 20-2-2020 to 22-2-2020 to solve the problems identified in the transportation sector. The results were really encouraging and the Honble Transportation Minister handed over the certificates.

(8) A mega campus ~~student~~ Recruitment was proposed in the MOIT for the final year students.

The meeting concluded at 12:30 pm.


Principal A
Cheruperson

Action Taken Report - 2nd IQAC Meeting

(1) Second Internal Test (I2) -

The second internal test (I2) were carried out through online mode due to Covid-19 as per schedule.

(2) Internal Audit

An internal Audit team was constituted by the Principal as Smt. Nitya V.P. MOD [CSE] as coordinator with 12 members. The team carried out the internal Audit on 24.3.2020 and 25.3.2020 as per decision of 2nd IQAC meeting and found in order.

(3) NBA Accreditation

The NBA accreditation work of CSE & CE department is in progress. Even though the lab improvement work was proposed to complete by 30-3-2020 but due to Covid-19 the same could not be achieved on the date. The layout of the college and all floors also could not be completed by 30-3-2020 by CE department. The new date will be decided in consultation with department.

(4) Result Analysis -

The result declared by KITU exams on even semester were discussed and found improvement. IQAC express its concern and caution all HODs to improve the result. IQAC suggests Remedial classes for weak students to improve the result in addition to the present efforts.

(5) Admission for the Academic year 2020-21.

The admissions for the academic year 2020-21 is almost completed. The B.Tech first year classes will commence on 1.12.2020 and M.Tech classes started on 16.11.2020.

(6) Send off to Final Year Students: -

An online send off was conducted for the outgoing final year students. The Honorable Chairman, MDIT inaugurated the function.

followed by lecture on Job opportunities for B Tech students.

(7) Convocation -

The convocation to final year students could not be carried out due to covid-19.

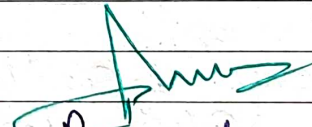
(8) Tech fest -

Techfest was successfully carried out on 19-12-2020 and students from all departments presented their innovative models and was very informative.

(9) Placement

An online campus recruitment was organised for final year students.

A mega placement drive was proposed but could not be organised due to Covid-19.


Principal
chairperson