

Mar Baselios College of Engineering & Technology

Mar Ivanios Vidyanagar, Nalanchira, Trivandrum-15

IQAC Minutes of the meeting

Date : 10/07/18
Venue : Conference Hall
Time : 10.15am – 11.00am
Members : Chairperson –
 Dr. T. M. George, Principal
 Management Representative –
 Fr. John Vilayil, Bursar
 Administrative officers –
 Prof. S. Viswanatha Rao, Vice Principal
 Prof. K. M. Raju, Dean (Admin.)
 Prof. Paul Thomas, Dean (PG)
 Dr. Neethu Roy, Asst. Dean (R&D)
 IQAC Coordinator –
 Prof. (Dr.) George Zachariah
 Faculty –
 Dr. M. J. Jayashree (HoD, ECE)
 Ms. Tessy Mathew (HoD, CSE)
 Dr. M. Satyakumar (HoD, CE)
 Dr. Muraleedharan Nair (HoD, ME)
 Prof. A. S. Shajilal (HoD, EEE)
 Prof. Joseph Cherian (HoD, S&H)
 Mr. Deepak Raj (ADPE)
 Mr. Praveen G. L. (Asst. Prof., Dept. of CS)
 Ms. Ann George (Asst. Prof., Dept. of CE)
 Mr. Aravind P. (Asst. Prof., Dept. of ME)
 Ms. Deepa P. L. (Asst. Prof., Dept. of ECE)
 Ms. P. Sandhya (Asst. Prof., Dept. of EEE)
 Ms. Sabitha S. Nair (Asst. Prof., Dept. of S&H)

Nominees from local society, Students and Alumni -

Mr. Ajithkumar G S, 2011-CS

Mr. Jerin Chacko, 2007-EE

Nominees from Employers /Industrialists/stakeholders -

Ms. Geethakumari S., Dy CE, KSEB

Mr. Biju Philip, Sr. Vice President, Envestnet.

Administrative staff representative –

Mr. V. K. Kuriakose, Office Superintendent

Student representative –

Senate Chairperson/General Secretary

#	Agenda	Discussion/Decision	Responsibility
1.	Previous meeting minutes	<ul style="list-style-type: none"> • Strengthening Alumni: Initiated the Alumni Chapter in Bangalore. Technical talks were initiated. • Revised Self appraisal form has been finalized and approved. All faculty members are informed to submit it on or before July 31st 2018. • Strategic plan (5 year plan) of the institution: Will be reviewed during July 2018. Next year action plan will also be finalized. 	<p>The Principal</p> <p>The Principal</p>
2.	AQAR and Action Plan	<ul style="list-style-type: none"> • AQAR for the academic year July 2017 to June 2018 has been given to all the departments. • Action plan of the next academic year is ready. It has been approved subject to the inclusion of all the suggestions from departments. <ul style="list-style-type: none"> ○ Already initiated project proposals from R&D institutions like ISRO, CeDS, NISH, etc. ○ Mr. Jerrin Chacko stated that we should make an initiative to select/offer paid internships. For that, either the institution should give the stipend/allowance to selected students or we should identify paid internships. • AQAR new format: It is to be circulated among all the departments. Prof. (Dr). George Zachariah stated that the criteria coordinator's meeting is required for giving awareness about the online submission of AQAR. All the details can be entered directly. The link will be opened from July 1st to December 31st. We should include all the points relevant for contributing to institution. • Decided to conduct talk/lecture related to quality improvement in higher education. 	<p>NAAC coordinator</p> <p>The Principal</p> <p>NAAC coordinator</p>

2.	Industry interaction	<ul style="list-style-type: none">• Industry interaction should be scaled up	The Principal
3	AoM	Nil	

Copy to: All members, website, File

Prepared by: Deepa P. L.

Vetted by: Dr. T. M. George, Principal.