

MAR BASELIOS COLLEGE OF ENGINEERING AND TECHNOLOGY

(Autonomous College affiliated to APJ Abdul Kalam Technological University)

Mar Ivanios Vidyanagar, Thiruvananthapuram-15

Ref: MBT/PO/IQAC/2023-2024(43)

Date:20.03.2024

PROCEEDINGS**Sub: Institutional Development – Internal Quality Assurance- Re-constituted- Regarding**

The Internal Quality Assurance Cell (IQAC) is re-constituted as per the UGC Guidelines 2013/2018/ and UGC Regulations 2023 with immediate effect. The composition shall be prospectively as follows. The term of office will be three years from the date of this Orders or until further orders, whichever is earlier.

Chairperson:	Dr. Abraham T Mathew, Principal
Vice Chairperson:	Dr. S. Viswanatha Rao, Vice Principal & Dean (Academic Affairs –UG) (Coordinator – Strategic Planning)
Management Representative:	Rev. Fr. John Varghese, Bursar
Senior Advisor:	Dr. George Zachariah, Professor, Dept. of S&H
IQAC Coordinator:	Dr. Jayashree M.J., Professor, Dept. of ECE (Coordinator – Audits, Member Secretary, IQAC)
Associate IQAC Coordinator:	Dr. Nisha G.K. Professor, Dept. of EEE
Members: Administrative Officer(s):	Dr. Paul Thomas, Dean (Post Graduate Studies and Research) Dr. Neethu Roy, Dean (Research and Consultancy) (Coordinator – NBA) Dr. Muraleedharan Nair K., Dean (Administration) Dr. S. Ushakumari, Dean (Corporate Relations) Dean (Student Affairs)(Ex officio) Dr. Pradeep M., Assoc. Professor, Dept. of ME & Controller of Examinations Dr. Jisha John, HoD, Dept. of CSE Dr. Jisha S V., HoD, Dept. of CE Dr. Jayakumari J., HoD, Dept. of ECE Dr. Elizabeth Varghese. HoD, Dept. of EEE Dr. Remil George Thomas., HoD, Dept. of ME Dr. Archana P. Das, HoD, Dept. of S&H Dr. Deepak Raj, HoD, Dept. of PE Prof Raju K Gopal, ITMS Head, Professor, Dept. of CSE
Member- NAAC Subcommittee	Ms. Deepa P.L., Asst.Professor, Dept. of ECE (Coordinator-NAAC)
Members: Faculty	Dr. Swapna P.S., Assoc. Professor, Dept. of ECE, Assoc. Coordinator, NBA Dr. Anupama Krishna D., Asst. Prof., Dept. of CE, Assoc .Coordinator, NAAC Mr. Arvind P., Asst. Prof., Dept. of ME Associate Coordinator, NAAC Mr. Praveen G L, Asst. Prof., Dept. of CSE, Associate Coordinator, Audits Ms. Soumya A. V., Asst. Prof., Dept. of EEE Ms. Sabitha S. Nair., Asst. Professor, Dept. of S&H

Nominees from Alumni:	Mr. Jerin Chacko, 2003 - 2007- Dept. of EE Mr. Ajithkumar G S, 2007- 2011 - Dept. of CSE
Nominee from local society:	Mr. Thomaskutty Kochukunju, Corporate Chief Executive Officer (Retd.), Vice President, PTA
Nominees from Employers / Industrialists / Stakeholders:	Mr. Biju Philip, Sr. Vice President, Envestnet.
Nominees from Professional body:	Mr. Aditya S., IET Ms. Deepa A. K., Vice Chair WIE AG, IEEE Kerala Section, Senior Member, IEEE
Administrative Staff representative:	Mr. Mohan George, Office Superintendent
Library Representative:	Mr. Binu K John, Librarian
Lab Staff Representative:	Ms. Linumole K. C. , Dept of CSE
Student Representative:	Mr. Sreekanth M.R., S8ME2, B20ME1240, Senate Chairperson

Sd/-

PRINCIPAL

To: All HoDs, All Individuals, Coordinator IQAC (all by email)

MAR BASELIOS COLLEGE OF ENGINEERING AND TECHNOLOGY

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Ref: MBT/PO/IQAC/2023-24(43)

Date: 20.03.2024

PROCEEDINGS

Sub: Institutional Development – Internal Quality Assurance- Strategic Planning Cell- Regarding

The Subcommittee of IQAC on **Strategic Planning** has been re-constituted with immediate effect and the composition is as follows. The term of office for this Committee will be three years or until further orders, whichever is earlier.

Chairperson	Dr. Abraham T Mathew, Principal
Coordinator	Dr. S. Viswanatha Rao, Vice Principal & Dean (Academic Affairs – UG)
Management Representatives	Rev. Fr. John Varghese, Bursar Rev. fr. Thomas Mukalumpurath, Finance Officer
Members	Dr. Paul Thomas, Dean (PGSR) Dr. George Zachariah, Senior Advisor, IQAC Dr. Neethu Roy, Dean (R&C) Dr. Muraleedharan Nair K, Dean (Administration) Dr. S. Ushakumari, Dean (Corporate Relations) Dean(Students Affairs) Dr. Pradeep M., Controller of Examinations Dr. M. J. Jayashree, IQAC Coordinator Dr. Jisha S. V., HoD, Dept. of CE Dr. Jisha John, HoD, Dept. of CSE Dr. Elizabeth Varghese. HoD, Dept. of EEE Dr. Jayakumari J., HoD, Dept. of ECE Dr. Remil George Thomas., HoD, Dept. of ME Dr. Archana P. Das, HoD, Dept. of S&H Dr. Deepak Raj, HoD, Dept. of PE
Invitees	Senior Faculty and Experts

Committee shall look after all matters related to the development of the Strategic Plan of the College and the Action Plan for implementing the various policies, Acts, Statutes, Ordinances, Reviews etc. that would become relevant for the College from the organizational viewpoint.

Sd/-
PRINCIPAL

To: All HoDs, All Individuals, IQAC Coordinator (all by email)

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Date: 20.03.2024

PROCEEDINGS

Sub: Institutional Development – Internal Quality Assurance- NBA Accreditation Cell- Regarding

The Subcommittee of IQAC on **NBA Accreditation** has been re-constituted with immediate effect and the composition is as follows. The term of office for this Committee will be three years or until further orders, whichever is earlier.

Chairperson	Dr. S. Viswanatha Rao, Vice Principal & Dean (Academic Affairs –UG)
Management Representative	Rev. Fr. John Varghese, Bursar
Coordinator	Dr. Neethu Roy, Professor CE and Dean (R&C)
Associate Coordinator	Dr. Swapna P.S., Assoc. Prof., Dept. of ECE
Members	Ms. Jean Molly Simon, Asst. Prof., Dept. of CE Ms. Gayathri K.S., Asst. Prof., Dept. of CSE Ms. C Sojy Rajan, Asst. Professor, Dept. of EEE Dr. Ancy S. Anselam, Assoc. Prof., Dept. of ECE Dr. Premchand V.P., Asst. Prof., Dept. of ME Dr. Suvith V.S., Asst. Prof., Dept. of S&H Dr. Christi Francis, AD, Dept. of PE
Invitees	Deans, HoDs, Senior Faculty, External Experts

Committee shall look after all matters related to NBA Accreditation and re-accreditation of the Programmes of the College and advise the Authorities accordingly.

Sd/-
PRINCIPAL

To: All HoDs, All Individuals, IQAC Coordinator (all by email)

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Date: 20.03.2024

PROCEEDINGS

Sub: Institutional Development – Internal Quality Assurance- NAAC Accreditation Cell- Regarding

The Subcommittee of IQAC on **NAAC Accreditation** has been re-constituted and the composition is as follows with immediate effect. The term of office for this Committee will be three years or until further orders, whichever is earlier.

Chairperson	Dr. Abraham T Mathew, Principal
Management Representative Coordinator	Rev. Fr. John Varghese, Bursar Ms. Deepa P.L., Asst. Professor, ECED
Associate Coordinators	Dr. Anupama Krishna D., Asst. Prof., Dept. of CE Mr. Arvind P., Asst. Prof., Dept. of ME
Members	Mr. Aswin R.B., Asst. Prof., Dept. of EEE (Criteria I) Dr. Lani Rachel Mathew, Asst. Prof., Dept. of ECE and Ms. Anaswara Johny, Asst. Prof., Dept. of S&H (Criteria II) Dr. Anne Dickson, Assoc. Prof., Dept. of CSE and Dr. Alice Thomas, Asst. Prof., Dept. of CE (Criteria III) Mr. Ramjith R. P. Asst Professor, Dept of CSE and Mr. Binu K. John, Librarian (Criteria IV) Dr. Deepak Raj, HoD, Dept. of PE and Dr. Krishna Mohan G.P., Assoc.t. Prof., Dept. of S&H (Criteria V) Dr. Shalu George K., Assoc. Prof., Dept. of EEE (Criteria VI) Mr. Vinu V., Asst. Prof., Dept. of S&H and Dr. Nidhi M.B., Assoc Prof., Dept. of ME (Criteria VII)
Invitees	Deans, HoDs, Senior Faculty, External Experts

Committee shall look after all matters related to the annual submission of AQAR and the work of NAAC Re-Accreditation of the College and advise the Authorities accordingly.

Sd/-

PRINCIPAL

To: All HoDs, All Individuals, IQAC Coordinator (all by email)

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PROCEEDINGS

Sub: Institutional Development – Internal Quality Assurance- Internal Audit Cell-Regarding

The Subcommittee of IQAC, to function as the Internal Audit Cell, has been re-constituted with immediate effect and the composition is as follows. The term of office for this Committee will be three years or until further orders, whichever is earlier.

Coordinator	Dr. M. J. Jayashree (IQAC Coordinator & Professor, Dept. of ECE)
Associate Coordinator	Mr. Praveen G.L., Asst. Prof., Dept. of CSE
Members	Dr. Jaya S. Pillai, Assoc. Prof., Dept. of CE Mr. V.S. Shibu, Asst. Prof., Dept. of CSE Dr. Sreedevi P., Assoc. Prof., Dept. of ECE Ms. Manju Sreekumar, Asst. Prof., Dept. of EEE Dr. Vinod V., Assoc. Prof., Dept. of ME Ms. Anaswara Johny, Asst. Prof., Dept. of S&H Dr. Christi Francis., AD, Dept. of PE
Invitees	Deans, HoDs, Senior Faculty, External Experts

Committee shall look after all matters related to the internal audits, external academic and administrative peer audits and the preparation/submission of the audit reports, as per the relevant guidelines.

Sd/-
PRINCIPAL

To: All HoDs, All Individuals, IQAC Coordinator (all by email)

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Date: 20.03.2024

PROCEEDINGS

Sub: Institutional Development – Internal Quality Assurance- Statutory Reports Cell - Regarding

The Subcommittee of IQAC, to coordinate Statutory Reports, has been re-constituted and the composition is as follows. The term of office for this Committee will be three years or until further orders, whichever is earlier.

Coordinator	Dr. M. J. Jayashree (IQAC Coordinator & Professor, Dept. of ECE)
Associate Coordinator	Ms. Sangeetha Sajeev, AP, Dept. of CE
Members	Dr. Minu Ann Peter, Asst. Prof., Dept. of CE Dr. Anne Dickson, Asst. Prof., Dept. of CSE Ms. Deepa P.L., Asst. Prof., Dept. of ECE Ms. Vandana P., Asst. Prof., Dept. of EEE Dr. Premchand V.P., Assoc. Prof., Dept. of ME Ms. Lakshmi I., Asst. Prof., Dept. of S&H Mr. Arun J.S., Asst. Prof., Dept. of ECE, IEDC Nodal Officer Mr. Jijo Jose, Asst. Prof., Dept. of ECE, Convener, IIC Mr. Deepak B., Asst. Prof., Dept. of ME Ms. Vrinda Prasad, Asst. Prof., Dept. of EEE Dr. Christi Francis., AD, Dept. of PE Mr. Mohan George, Office Superintendent Mr. Binu K. John, Librarian Mr. Arun Prasad, ITMS, Mr. Aiju Looke, Accountant, Administrative Staff
Invitees	Deans, HoDs, Senior Faculty, External Experts

Committee shall look after all matters related to the preparation/submission of the statutory reports of the College to AICTE, University, UGC and others, as per the relevant guidelines, in respect of the extension of approval, extension of affiliation, approval of new courses, national / international level ranking, awards, annual report, etc.

Sd/-

PRINCIPAL

To: All HoDs, All Individuals, IQAC Coordinator (all by email)