



MAR BASELIOS
COLLEGE OF ENGINEERING AND TECHNOLOGY
AUTONOMOUS

MAR BASELIOS COLLEGE OF ENGINEERING AND TECHNOLOGY

(Autonomous College affiliated to APJ Abdul Kalam Technological University)

NALANCHIRA, THIRUVANANTHAPURAM-695015

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL

IQAC/MBT/AUT/2024/10

Date: 06.12.2024 (Friday)

Time: 10.30 am

Venue: Pascal Hall, Dept. CSE

Mode: Hybrid mode

Members Present: Fr. John Varghese Palanilkunnathil, Dr. Viswanatha Rao, Ms. Deepa A K, Mr. Biju Philip, Mr. Jerin Chacko, Mr. Aditya S, Dr. S Ushakumari, Dr. Paul Thomas, Dr. K Muraleedharan Nair, Dr. Neethu Roy, Dr. M J Jayashree, Dr. Rajesh T N, Prof. Raju K Gopal, Mr. Mohan George, Dr. Pradeep M, Dr. Jisha S V, Dr. Jisha John, Dr. Luxy Mathews, Dr. Elizabeth Varghese, Dr. Remil George Thomas, Dr. Swapna P S, Dr. Archana P Das, Mr. Praveen G L, Ms. Charivil Sojy Rajan, Dr. Soumya A V, Ms. Deepa P.L., Dr. Arvind P, Dr. Anupama Krishna D, Ms. Ann Dickson, Ms. Sangeetha Sajeew, Dr. Lani Rachel Mathew, Mr. Ramjith R. P, Mr. Aswin R B, Ms. Sabitha S Nair, Mr. Vinu V, Mr. Binu K John

Leave of Absence: Dr. V Narayanan, Mr. Ajithkumar G S, Ms. Lakshmy S, Dr. Deepak Raj, Ms. Linumole K C.

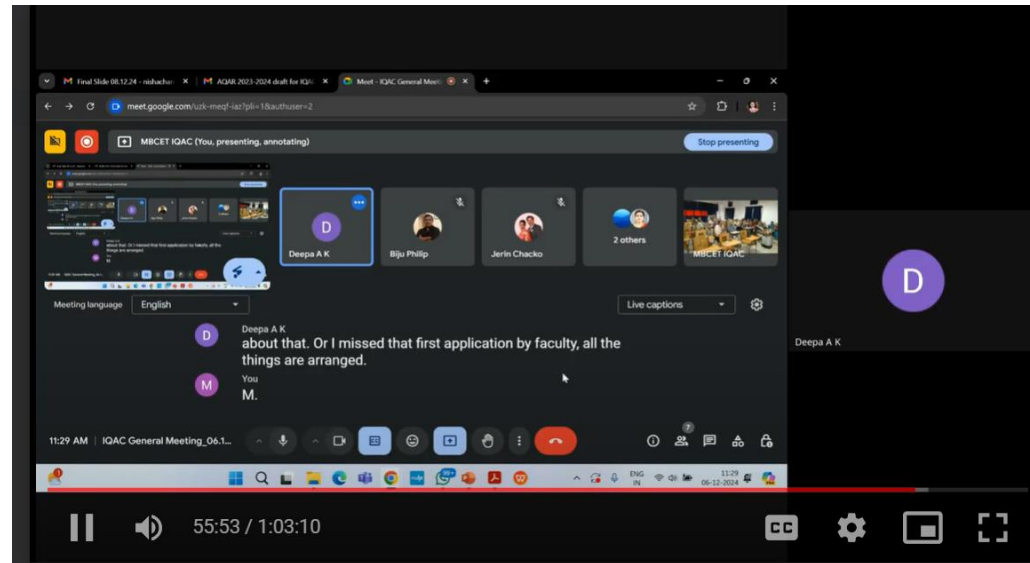
#	Agenda	Discussion/Decision	Responsibility
1.	Prayer	The meeting started with a silent Prayer.	
2.	Welcome	Dr. Viswanatha Rao, Principal welcomed all the external and internal members of the Internal Quality Assurance Cell.	
3.	Minutes of the Previous Meeting	The minutes of the last meeting held on 18 December 2023 was already circulated and was confirmed by the members present.	

4.	Presentation of AQAR 2023-2024 for Approval	<ul style="list-style-type: none"> • The draft AQAR for the 2023–2024 academic year, which summarises the work completed from June 2023 to May 2024, was presented by the IQAC Coordinator. • This Annual Quality Assessment Report (AQAR) 2023-2024 is the eighth report after the NAAC accreditation in 2016. • IQAC approved the draft AQAR for the 2023–2024 and permitted to proceed with the AQAR submission and also suggested to make any necessary minor revisions prior to the submission. • Dr. Deepa A.K., external member suggested that if possible separate count of faculty and student publications and had given the concurrence. • The AQAR could be submitted before the college closes for Christmas vacation. 	IQAC Team
5.	Presentation of UGC report for Approval	<ul style="list-style-type: none"> • The report that will be submitted to UGC for approval was presented by the IQAC Coordinator. • The approval to forward these reports to the relevant authorities was granted by both internal and external members. 	IQAC Team
6.	Action Plan and its review for the year 2024-2025	<p>Action Plan 2024-2025 was presented by the IQAC Coordinator and appraised the activities which had completed till December and the events which are pending for action.</p> <p>Action Plan 2024-2025</p> <ul style="list-style-type: none"> • Start one Industry supported Laboratory each for Civil and Mechanical Engineering. • Start a Non-Destructive Testing Lab • Increase student placement prospects through training programs right from lower semesters. • Conduct one Faculty Development Programme per Department in a semester. 	All members

		<ul style="list-style-type: none"> • Organise at least one International Conference at College level by various departments • Increase the number of students admitted to all programs of study and improve the quality of intake by conducting more outreach programs. • Modernise the laboratories of the Departments to cover the advanced courses as needed by the revised curriculum. • Create a Research lab under UGC Research and Development cell formed to promote Multidisciplinary / Inter Disciplinary Research • Conduct annual External Peer evaluation for the academic and administrative processes along with the regular internal audit. • Develop playfields for more games like Football, Squash, etc. • Prepare and submit Self-Assessment Report under Tier 1, for accreditation assessment by NBA • Establish startup incubation spaces and implement NISP. • Create infrastructure for the creation of e-content. • Initiate external Green, Energy and Environment audits. <p>All external members had given the concurrence.</p>	
7.	Review of IQAC Calendar for the year 2024-2025	The IQAC Coordinator presented the Calendar 2024-2025 and the IQAC activities from June 2024 to December 2024.	All members
8.	Vote of Thanks	The Principal proposed the Vote of Thanks to all the IQAC members for their valuable suggestions and for the continued support.	

Meeting adjourned at 11.30 am

Members attended online:



Sd/-
Dr Nisha G K
IQAC Coordinator and Member Secretary

Sd/-
Principal
MBCET

Copy to: All members attended, Website, File