



INTERNAL QUALITY ASSURANCE CELL

20-06-2018

NOTICE

Respected Sir/Madam,

Greetings from IQAC

For discussing about academic activities for Academic year 2017-2018, a meeting of IQAC members is scheduled on 23-06-2018 at 10.30 AM. All IQAC members are requested to present without any fail.

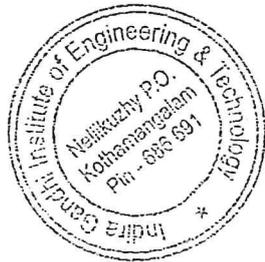
Copy to,

Principal

Members concerned

Ms. Linu Paulose

IQAC Coordinator



PRINCIPAL
Indira Gandhi Institute of Engineering
& Technology
Nellikuzhy P.O., Kothamangalam - 686 691



Date :23/06/2018
Time :10.30 AM
Venue :Principal's Chamber/IJET

AGENDA

- Analysis of KTU External Audit Report(Even semester)
- Scrutiny of Question papers for S8 B-Tech.
- CO attainment calculation.
- Orientation Program

MEMBERS PRESENT:

SL NO	NAME AND DESIGNATION
1	Dr. N Malmurugan, Principal, IJET
2	Dr. Siyad KP,CEO
3	Ms Linu Paulose, IQAC Coordinator
4	Ms. Jilu Rose Aby, Assistant Professor, EEE Dept
5	Ms Prema Mani, Assistant Professor, CSE Dept
6	Ms Abeena mol, Assistant Professor, CE Dept
7	Ms Saniya Salim, Assistant Professor, ECE Dept
8	Adv. Ahammed Thasleem, Administrative Officer

AGENDA

The meeting was started at 10.30 AM


PRINCIPAL
Indira Gandhi Institute of Engineering
& Technology
Nellikuzhy P.O., Kothamangalam - 686 691



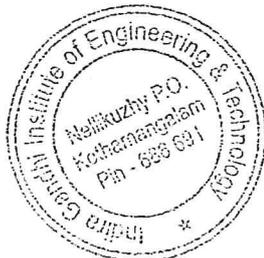
DISCUSSIONS AND DECISIONS:

SL NO	DISCUSSIONS AND DECISIONS	RESPONSIBILITY
1	Discussed about the first KTU external Audit Report under Remedial Actions.	KTU dept. co-coordinators /HODs
2	Decided to maintain curricular and extra-curricular files separately in the Department.	IQAC Coordinator/ KTU dept. co-coordinators
3	Scrutiny team should be constituted with HOD, one senior faculty from the department and department coordinator to scrutinize the question papers.	IQAC Coordinator
4	Decided to conduct a class for discussion of previous year question papers for final years.	IQAC Coordinator
5	Decided to calculate CO attainment on the basis of university result and submit to IQAC.	IQAC Coordinator
6	Decided to conduct quality initiatives with Global India Techno Hub in the next academic Year.	KTU Coordinator/IQAC Coordinator
7	Proposed to conduct a orientation program for all students.	Department Heads

No other particular matters were discussed and the meeting was dispersed at 11.45 A M.

Ms. Linu Paulose

IQAC Coordinator



Dr. N Malmurugan

Principal

PRINCIPAL
Indira Gandhi Institute of Engineering
& Technology
Nellikuzhy P.O., Kothamangalam-686

PRINCIPAL
Indira Gandhi Institute of Engineering
& Technology
Nellikuzhy P.O., Kothamangalam-686 691