

MAHAGURU INSTITUTE OF TECHNOLOGY

Kattachira, Pallickal P.O, kayamkulam, Kerala 690503

INTERNAL QUALITY ASSURANCE CELL (IQAC)

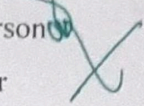






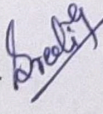


Minutes of the meeting

Date :06. 06. 2022

Venue: Conference Hall

Time :11.00 AM

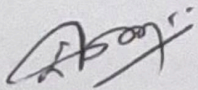
Members Present:

1. Dr. Manju J, Principal/Chairperson 
2. Dr. Arun E, IQAC Co-ordinator
3. Mr. K.S.Sasi, Teacher 
4. Ms. Priya Grace IttiEipe, Teacher 
5. Dr. Manikandan, Teacher 
6. Ms. Suma S G, Teacher 
7. Mr. Prajeesh R, Teacher 
8. Mr. Rahul P Raj, Teacher 
9. Ms. SreetiGangadharan, Stakeholder 
10. Ms. Athira Raj, Teacher 
11. Ms. Pavithraganga, Student
12. Mr. Rahul Raj, Alumini 

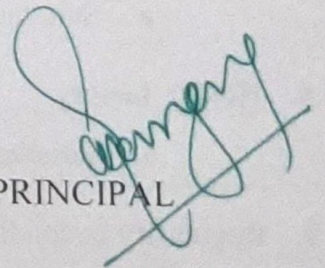
Minutes of Meeting

Sl.No	Agenda	Discussion/ Decision	Responsibility
1	Welcoming the new members of IQAC	Principal welcomed the new IQAC Coordinator and newly joined members.	
2	Approval of minutes of previous meeting	Minutes were approved unanimously	

3	Preparations for KTU External audit.	The IQAC Coordinator explained the preparations to be made for the KTU External audit. He also gave the list of documents to be prepared.	The HODs
4	Progress in the completion AQAR 2021-2022	The Principal checked the progress in the completion of AQAR 2021 – 2022. She instructed to complete it as early as possible.	The NAAC Coordinator
5	NBA Accreditation works	The Principal discussed the progress of NBA Accreditation works.	The Dept HODs
6	Placement Training Programs.	The Placement Coordinator told that the first schedule of the placement program for third years is scheduled from 20-06-2022.	The Placement Officer
7	Content beyond syllabus.	The IQAC coordinator suggested teaching students about the contents beyond syllabus.	The HODs
8	Improvement in academic results.	Principal instructed to take adequate measures like additional remedial classes, tests etc to improve the academic results.	The HODs
9	Best Project Award	IQAC Coordinator suggested awarding a best project award for the final year students.	Project Coordinator
10	Admission Cell Work Progress	Principal checked and instructed the efforts to be taken by the admission cell to improve admissions.	The admission Coordinator.



IQAC COORDINATOR



PRINCIPAL

Copy to

1. Website
2. File
3. All Members of IQAC