

MAHAGURU INSTITUTE OF TECHNOLOGY

Kattachira, Pallickal P.O, kayankulam, Kerala 690503

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the meeting

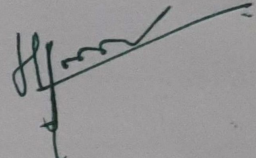
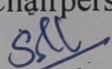

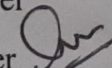
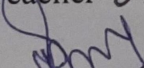
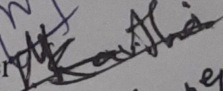
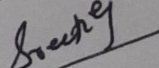
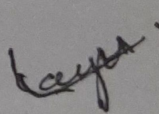

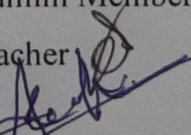
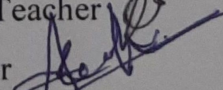
Date : 09. 09. 2020

Mode : Online

Platform Used : Google Meet

Time : 10.00 AM

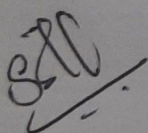
Members Present:

1. Dr. K. Krishna Kumar, Principal/Chairperson 
2. Ms. Samitha, IQAC Co-ordinator 
3. Mr. Prajeesh R, Teacher 
4. Ms. Neethu Krishna, Teacher
5. Mr. Arun Kumar G, Teacher 
6. Dr. Manju J, Teacher 
7. Ms. Jayalekshmi R, Teacher 
8. Ms. Sreeti Gangadharan, Teacher 
9. Mr. V. Ramachandran Nair, Senior Administrative Officer 
10. Ms. Madhavi Vikram, Alumini Member 
11. Mr. Sukesh Babu V S, Teacher 
12. Mr. Ajeesh R, Employer 

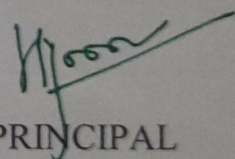
Minutes of Meeting

Sl.No	Agenda	Discussion/ Decision	Responsibility
1	Approval of minutes of previous meeting	Minutes were approved unanimously	
2	Publishing of academic calendar for the coming semester	The Principal instructed to prepare and publish the academic calendar for the forthcoming semester. He also invited suggestions from the members regarding the academic schedule.	HOD CSE

3	Appreciation to the students placed to the Z-Crossing solutions	The Principal appreciated the students from ECE for being placed in Z-crossing solutions, a core sector in Electronics. He also invited suggestions to improve such types of placement.	The Placement Officer
4	Conduction of online classes	The Principal enquired the effectiveness regarding the conduction of online classes. He suggested the class coordinators to collect feedback from students regarding the effectiveness of online classes.	The class coordinators
5	Alternative arrangements for students with poor net facility	The IQAC coordinator suggested to check the number of students who have difficulty in attending online classes due to poor net facility, poor network coverage.	The class coordinators
6	Conduction of Labs in online mode	The Principal suggested to use virtual mode of lab conduction for the students.	The HODs.
7	Conduction of Department Programs in online mode	Principal expressed his view to the Departments to continue the conduction of programs, seminars, workshops in online mode.	The HODs



IQAC COORDINATOR



PRINCIPAL

Copy to

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