

MAHAGURU INSTITUTE OF TECHNOLOGY

Kattachira, Pallickal P.O, kayankulam, Kerala 690503

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the meeting

Date :17. 12. 2020

Mode : Online

Platform Used : Google Meet

Time : 10.00 AM

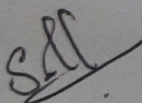
Members Present:

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. Ajeesh R, Employer

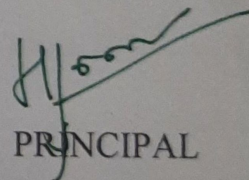
Minutes of Meeting

Sl.No	Agenda	Discussion/ Decision	Responsibility
1	Approval of minutes of previous meeting conducted on 10.09.2020	Minutes were approved unanimously	
2	Analysis of university results.	The Principal discussed the university results that were published. He expressed his suggestion to improve the academic results and directed the HODs to take required steps.	The HODs

3	Conduction of arts festival	The IQAC coordinator suggested the conduction of arts festival in online mode for the newly joined first year students. Mr. Amjith was instructed to take required actions.	Mr. Amjith
4	Adhering to covid19 protocols.	The Principal instructed that the covid19 protocols should be strictly followed by the faculty and students in the campus.	The HODs
5	Placement Opportunities in online mode	The principal enquired about getting the students prepared for the online opportunities in placement. He also instructed to have online placement training to the students.	The Placement Officer
6	Free placement training by KTU	The IQAC coordinator informed about the conduction of free placement training by KTU. He instructed the placement coordinator to make use of this opportunity for the betterment of students.	The Placement Officer
7	Conduction of contact classes.	Principal instructed to conduct contact classes if required but strictly adhering to conditions provided by University and adhering to covid19 protocols.	The HODs



IQAC COORDINATOR



PRINCIPAL

Copy to

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