

Minutes of IQAC Meeting held on 18.12.2018

- Agenda 1) Short comings of SAR final preparation
2) Any other matter admitted by the chair

Members present

Sl. No.	Name	Designation
1	Dr. Ruby Abraham	Principal
2	Rev. Msgr. Wilfred E	Manager
3	Prof. Tomy Michael	Director
4	Dr. M. Sasikumar	HoD(EC)
5	Prof. T M Mohan	HoD(ME), IQAC coordinator
6	Prof. Joisy M B	HoD(CE)
7	Mr. Jose Hormese	HoD(CSE)
8	Mr. Suhurvardeen	AO
9	Mr. Thomas Joseph Lopez	FO
10	Ms. Reshmy D S	NBA Department coordinators
11	Mr. Glastin Y V	
12	Mr. Deepu R S	
13	Mr. Hareesh R	
14	Dr. E. Arun	

The meeting started in the conference hall at 3.00 PM

The following points were discussed in the meeting

1. Vision and mission of the institute and its attainment is discussed
2. New name boards are to be placed in Manager room, Bursar room, HOD room, Offices, Labs etc.
3. Each department should have a project room for the display of student projects
4. Measures should be taken to enhance the number of faculty with Ph. D
5. A minimum of two visiting faculty program should be arranged by each department per semester
6. Research and consultancy needs improvement
7. Necessary measures should be taken to have additional facilities in labs
8. Safety training to faculty and staffs should be given
9. Revised Service rules for faculty and staff is to be published
10. Decentralization of financial power is discussed
11. Institute budget allocation and utilization is discussed

The meeting came to an end at 4.30 PM.