

Minutes of IQAC Meeting held on 7.1.2019

Agenda

1. Review of previous meeting minutes
2. Programme level files and faculty in charges
3. Institute level files and faculty in charges
4. Project, seminar rubrics developing

Members present

Sl. No.	Name	Designation
1	1) Prof. T M Mohan	HoD(ME), IQAC coordinator
2	2) Dr. Vijayalekshmi S	HoD(EEE)
3	3) Ms. Asha Davood Z	NBA Department coordinators
4	4) Mr. Wilson V	
5	5) Mr. Glastin Y V	
6	6) Mr. Deepu R S	
7	7) Mr. Hareesh R	
8	8) Dr. E. Arun	

The meeting started in the conference hall at 2.00 PM

The following points were discussed in the meeting

1. Reviewed the minutes of previous meeting and passed
2. Discussed the status of programme level files preparation
3. Programme file samples and format were shown in the meeting
4. EEE HOD talked about the mapping of all 32 files
5. Rubrics for project evaluation were discussed and finalised

The meeting came to an end at 3.30 PM.

