



AL AZHAR COLLEGE OF ENGINEERING AND TECHNOLOGY
THODUPUZHA

Date:03/01/2020

NOTICE


The Internal Quality Assurance Cell meeting is scheduled to conduct on 8th of January 2020 at IQAC room G;16 at 10.30am. All the IQAC members are requested to attend the meeting without fail.

Committee members:

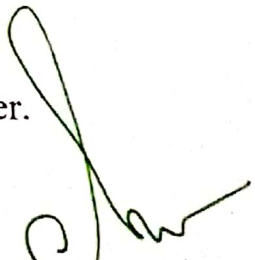
1. Prof.Harikrishnan M P
2. Prof.Jithin Baby
3. Prof.Jojo John
4. Prof.Anjali Prasad
5. Adv.K.M Mijas
6. Adv.Thajudheen S S
7. Mr.Vijayan M K
8. Ms.Anugraha Prasad
9. Mr.Sharoon C Madhavan
10. Er.Bright Sam Abraham
- 11.Er.Roy Mathew

Agenda:

1. Review of previous audit report
2. Discussion about Outcome based education system
3. Placement matters regarding
4. Discussion about new measures to improve quality.
5. Discussion about academic plans of coming semester.


Kala O S
IQAC Coordinator




Dr.D.F Melvin Jose
Principal
AL-AZHAR COLLEGE OF ENGINEERING & TECHNOLOGY
THODUPUZHA



AL AZHAR COLLEGE OF ENGINEERING AND TECHNOLOGY
THODUPUZHA

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING

No.AAE/IQAC/02/2020

Date : 08/01/2020

Venue : Room No G:16

Recorded By : Kala O S

Agenda:

1. Review of previous audit report
2. Discussion about Outcome based education system
3. Placement matters regarding
4. Discussion about new measures to improve quality.
5. Discussion about academic plans of coming semester.

Name of Attendees with signature

1. Dr.D.F Melvin Jose

2. Prof. Kala O.S

3. Prof.Harikrishnan M P

4. Prof.Jithin Baby

5. Prof.Jojo John

6. Prof.Anjali Prasad

7. Adv.K.M Mijas

8. Adv.Thajudheen S S

9. Ms.Anugraha Prasad

10.Mr.Sharoon C Madhavan

PRINCIPAL
Al-Azhar College of Engineering & Technology



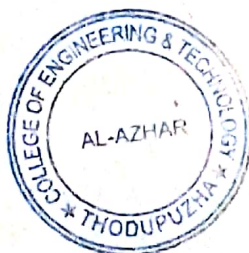
The meeting was started at 10.30 am .All the above members were present till the adjournment of the meeting. The following points were discussed and the actions taken are as follows.

Agenda	Points Discussed	Action Taken
Review of previous audit report	Discussed about the key aspects which needs improvement for.	<ol style="list-style-type: none"> 1 .All committee reports are to be maintained properly by committee heads and proper action must be taken. 2 .Decided to purchase new library books. 3. Decided to include more Co curricular/ extracurricular events in the coming semester.
Discussion about Outcome based education system	Discussed about the points to improve the assessment of outcomes.	<ol style="list-style-type: none"> 1. Conducted a workshop for OBE system 2. Software was purchased for the calculation of CO-PO attainment 3. Decided to conduct a meeting for first year subject handling faculties to discuss about the current syllabus and attainments before the even semester.
Placement training for students	Discussed to include more and better placement for students	<ol style="list-style-type: none"> 1.Decided to give a placement training for final year students 2. Placement cell collects all the details of final year students with available results.
Discussion about new measures to improve quality	Discussed about new measures to improve the quality of the institution	<ol style="list-style-type: none"> 1. Decided to appoint a question paper scrutiny team for the internal examinations. 2. Institution is planning to go for NAAC accreditation in the year 2021. On behalf of this, planned a one day workshop on 01/02/2020.
Discussion about academic plans of coming semester.	Academic plans for improving the performance of students	<ol style="list-style-type: none"> 1. Decided to prepare college academic calendar. 2. Include class test I and class test II to improve the university results.

Meeting was adjourned at 12.30pm.


Kala O.S

IQAC Coordinator




Dr.D.F Melvin Jose

PRINCIPAL

Al-Azhar College of Engineering & Techno

Chairman

