



MES COLLEGE OF ENGINEERING AND TECHNOLOGY, KUNNUKARA

NOTICE

DATE:07/09/2023

MESCET/IQAC/ 63 /2023

MEETING AGENDA

To discuss about new semester academic activities

This notice is intended to inform that an IQAC meeting will be conducted at Principal's room on 08-09-2023 at 12:30 pm . All HOD's and the following members should attend the meeting.

Chairperson

Dr. Preetha R Nair Principal

Staff Members

- 1 Maya Unnikrishnan IQAC Coordinator
- 2 Teena P Benny IQAC Co- Coordinator
- 3 Deepa K Davis Asst.Professor (ECE)
- 4 Sameena V A Asst.Professor (CE)
- 5 Akhil V Asst. Professor (ME)
- 6 Sajna Salim Asst.Professor (CSE)
- 7 Aiswarya M Asst.Professor (S&H)

WY/07/09/2023
IQAC COORDINATOR



PRINCIPAL

[Signature]
7/9/23

Copy to: PRINCIPAL, HOD'S,DQAC's, Notice board

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Date: 08/09/2023

An IQAC meeting was conducted at Principal's room on 08/09/2024 at 12:30pm. Following members were present:

	HOD's.	
<u>Staffs</u>	Dr. Preetha R. Nair: Principal	Dr. Lakshmi R. Nair (EC)
	Teena P. Benny	Dr. Jharun Thomas (M)
	Deepa K. Davis (ECE)	Prof. Ramesh K. M. (CSE)
	Sameena V. A (CE)	Soumya Sridananda (CE)
	Akhil V (ME)	Nishamol P. A. (S&H)
	Sajna Salim (CSE)	
	Aiswarya M (S&H)	

Minutes.

1. Review of the previous IQAC meeting was done and ensured that all necessary actions were taken to implement initiatives discussed.
2. Students shall be encouraged to do online courses and produce the certificate by the end of this semester.
3. Faculty shall be motivated to attend National and International Conferences.
4. All departments shall conduct Add-on courses in this semester.
5. Seminars/Workshops to be organized by all departments to ensure the research skills of the students.

6. Discussed about the conduct of PTA meetings in all departments.
7. Conduct of Series exam was also discussed.

Decisions made.

1. HOD's are instructed to motivate their students to undergo online courses.
2. Decided to conduct Seminars/workshops in each department.
3. Decided to conduct PTA meeting after first series examination in respective department itself and all departments should hand over notices to PTA Co-ordinator.
4. Decided to conduct Series exam on October 5th, 9th, 10th for S₅/S₇ and 19th, 20th, 21st October for S₁/S₃.

Action Taken.

1. Add on courses were started by Civil Engineering department for the students.
2. Many students registered for online courses.
3. Workshops/Seminars conducted by all departments.
- A. PTA meeting was conducted by all

departments after series exam.

5. series exams was conducted smoothly.
for all semesters.

Dr. M. S. Srinivas