



GOVERNMENT ENGINEERING COLLEGE KOZHIKODE
MINUTES OF MEETING

Name of the Meeting : IQAC Meeting (Odd Semester AY 2019-20) Review Period : Aug 19 to Oct 19 (3 months)

Venue : Conference Hall Date : 29-10-2019

Chairman/ Chairperson of the meeting (Name and designation):

Members Present: M/s.

| Name | Designation | Signature | Name | Designation | Signature |
|------------------------|-------------------------------|-----------|----------------------|----------------------|-----------|
| | | | Members absentees : | | |
| 1. Dr. Ushakemary E.R. | Principal in charge | | 1. Sri. Sareesh | | |
| 2. Giles M.P. | Professional Body Member | | 1. Sri. Sunilnath AV | Director, VEC group | |
| 3. Sreejith S | Asst. Professor AEI | | 2. Sri. Babu K.V. | Ward Councilor | |
| 4. FAMILIA BANU | CHAIR PERSON | | 3. Sri. Saeed P.A | Asst. Professor, Asc | |
| 5. Adil Muhammed | Assistant Professor, Chemical | | 4. Sri. Saralakshan | Accounts Officer | |
| 6. Vineshan. P | Office Section | | | | |
| 7. Dr. RAGESH. P.P. | APCE | | | | |
| 8. Dr. Padmavathy K.S | APCHE | | | | |
| 9. Dr. Sandhya M | APME | | | | |
| 10. Shyja M | Assistant Professor Chemical | | | | |
| 11. Jimesh C.P. | IQAC Coordinator | | | | |
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| S.No. | Points Discussed | Actions planned | Target Date | Responsibility | Remarks |
|-------|--|--|-------------|---|---------|
| 1) | IQAC Coordinator presented objectives & functions of IQAC, Academic status of institution etc. matter of interest to external stakeholders | | | | |
| 2) | College facilities like play ground, hostel facility etc. needs improvement – Proposed by Ms. Famidha | Matter may be taken to next level by the Principal as appropriate. | | Principal | |
| 3) | Student Union can contribute to ensure disciplinary academic environment in the campus | Union Chairperson to take it in Union meetings. | | Union Chairperson | |
| 4) | Feedback may be taken from industries in order to further improve the employability skills of students – Proposed by Dr.Gilesh | Communicate the matter to Placement Cell Coordinator for further action | | Career Guidance and Placement Cell Coordinator | |
| 5) | Student's technical skills may be improved further by engaging professional body activities. Location advantage is the one for organizing events in Malabar region – Proposed by Dr.Gilesh | Entrust the Professional Body local chapter (IEEE/ISTE/IICHE/ASME) coordinator to take up the initiative to organize events on regular basis | | Respective Professional body local chapter coordinators | |

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Prepared by

P. H. S. S.
29/10/2019

JITHESH CP.

IQAC Coordinator



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