

**Government Engineering College Kozhikode. Westhill, Kozhikode, Kerala  
673005.**

ISO 9001:2015 Certified, Programs AE & I, CE, CHE and ME Accredited by NBA

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**Minutes of the online ACM on held on 07-10-2020, from 10:30 onwards.**

**The ACM conducted over Google meet online platform and commenced at 10:30 AM**

S. No	Points Discussed	Actions planned	Target Date	Responsibility	Remarks
1	Final list of conveners and members of different institute committees	1. The final list of conveners and members of various institute committees have been approved. . The names of committee conveners and members are finalized 2. The chief superintendent, Asst. superintendent and department level co-ordinators of KTU examination committee are directed to assume their responsibilities with immediate effect.	08-10-2020	1. HODs  2. concerned faculty as mentioned	
2	Exam duty related grievances from Hods/members 1. Dr. Tara Raveendran, HOD, AEI  2. Dr. Sajith P P, HOD, ME	2.1. It is decided to provide personal protection equipment such as PPE kits/N95 masks/Gloves/ Sanitizers to exam invigilators and decided to keep a stock of such items in the exam cell. It also is decided to make available additional lab staff for exam duty for helping the invigilators for the preparation of exam related stationery.  2.2. As the institution belong to the critical containment zone, university authorities may be contacted to regulate the candidates opting for GEC Kozhikode so that some of them may be diverted to nearby colleges such as AWH, MDIT.	08-10-2020	1. Principal,	
3	International Conference under TEQIP-II	1. It is decided to go ahead with the proposal for the conduct of International conference. The Theme/ Department themes will be as finalized earlier. It is decided that the conference will be tentatively scheduled during last week of January 2021.  2. HODs are directed to send proposals for getting grant under AICTE sponsored conferences.	12-10-2020	1. Dr. Shajee Mohan, HODs, Dept committee	

4	Placement activities for the current/ coming academic sessions	1. Dr.Pradeep, the designated Placement officer gave a brief report on the future activities of the placement cell that include: 1. Revising / updating the placement brochure 2. Ongoing per-placement drives/ Training	12-10-2020	1.Placement officer	
5	NBA Accreditation for the UG/ PG programs	1. It is decided to submit the SAR for the PG programs. The department coordinators are directed to expedite the process. 2. It is decided that preparations for the accreditation of ECE program may be continued in full force	12-10-2020	1. Principal, HODs ME/ CHEM, PG Accreditation Coordinator 2. HOD AEI, Accreditation coordinator UG	
6	Other items	1. It is decided that activities of Alumni association may be strengthened. 2. Departments are directed to collect the contribution to Alumni association from passing out students	12-10-2020	1. HODs, Prof. Abdul Jaleel	
Meeting came to an end at 11.45 AM					
<b>Copy to : AA</b>			<b>Prepared by</b>		
			<b>Approved by</b>		

*Academic Council Meeting held on 07.10..2020 From 10.30AM on wards*