



Minutes of the online ACM on held on 15-07-2020, 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	Even semester attendance/ internal mark entry in KTU portal	Directed all departments to complete the entry by 24/07/2020	24-07-2020	All faculty & Staff advisors	
2	Odd semester classes	Commencement on 3 rd August 2020			
3	Odd Semester Time table	To finalize time table before 30-07-2020		Dr.Jaseela M Convener time table committee	
4	PG accreditation	Decided to prepare SAR and make it ready for uploading	31-07-2020	HoDs, PG accreditation coordinators	
5	Rotation of charges	Decided College Union Staff advisor from Applied science dept. and University examination Chief Superintendent from Electronics dept.	31-07-2020	HoDs , faculty	
		PTA Secretary from Electronics dept.	After PTA general body meeting		
6	Student evaluation of faculty	Decided to complete student evaluation of even semesters by 25/07/2020	25-07-2020	HoDs	
Meeting came to an end at 11.45 AM					

Copy to : AA	Prepared by	
	Approved by	

Academic Council Meeting held on 15.07.2020 From 10.30AM on wards