



GOVERNMENT ENGINEERING COLLEGE KOZHIKODE

MINUTES OF MEETING

Name of the Meeting : IQAC Audit Exit Meeting (Odd Semester AY 2020-21)	Review Period	05-11-2020 to 10-02-2021 (2 months)
Venue : EDUSAT Room	Date	16-02-2021 (11 – 12.30 PM)
Chairman/ Chairperson of the meeting (Name and designation): Dr. Najeeb K, Principal		

S.No.	Points Discussed	Actions planned	Target Date	Responsibility	Remarks
1	<p>IQAC e-audit report presentation by the e-auditors</p> <ol style="list-style-type: none">1. AE&I (UG/PG) : 4.55/52. ECE (UG) : 4.57/53. CE (UG) : 4.47/54. CHE (UG/PG) : 4.6/55. ME (UG/PG) : 4.52/56. Institutional : Score 5/5	Upload the audit report in KTU portal	25-02-2021	IQAC Coordinator	Done
2	<p>Discussion on important observations/remarks made by the auditors</p> <ol style="list-style-type: none">1. Integration of audit module into LMS (ETlab)2. Enabling auto-recording of live classes in LMS for students	Communicate the LMS requirements to the ETlab Coordinator	17-02-2021	IQAC Coordinator	Done

Members Present: M/s.

Name	Designation	Signature	Name	Designation	Signature
Dr. Ushakumari E R	Professor & HOD (CHE)		Dr. Sreela P K	Professor & HOD (CE)	
Dr. Sajith P P	Professor & HOD (ME)		Dr. Kouzer K M	Professor & UG Dean	
Dr. Shajeemohan B S	Assoc. Professor &		Dr. Binu T V	Professor & PG Dean	

	HOD (AEI)				
Dr. Shaji K	Professor (ME)		Dr. Deepesh K P	Asst.Professor (ASc)	
Dr. Anirudhan P	Professor (ME)		Dr. Divyasree M C	Asst.Professor (ASc)	
Dr. Anjana S	Professor (CE)		Dr.Sreejith B	Professor (ME) & IQAC member	
Dr. Gigi Sebastian	Professor (CHE)		Dr. Ragesh P P	Associate Professor (CE) & IQAC member	
Prof. Shyja M	Asst.Professor (CHE)		Prof. Sreejith S	Asst.Professor (AEI) & IQAC member	
Prof. Swapna G	Assoc. Professor (AEI)		Prof. Adil Muhammed	Asst.Professor (CHE) & IQAC member	
Prof. Bindu Rani P	Asst.Professor (CE)		Sri. Jithesh C P	Asst.Professor (AEI) & IQAC Coordinator	

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