Minutes of the 1st IQAC Meeting held at 07.30 p.m. (Online) on 21-10-2024

Members present:

1. Dr. Suresh P R, Principal
2. Dr. Krishna Kumar Kishor, Vice Principal
3. Prof. D. Prakash, HOD, ME
4. Dr. G. Murugananth, HOD, EEE
5. Dr. S. Gunasekaran, HOD, CSE
6. Dr. Mathew B V, HOD, CE
7. Dr. Binoy Balan K, HOD, S&H
8. Dr. S. John Alexis, Prof. ME
9. Dr. Leesha Paul, Prof. ECE
10. Ms. Sangeetha P S, AP, S&H
11. Ms. Swetha C, AP, ECE
12. Mr. A. Manicakvasagam, AP, EEE
13. Ms. Happy A, AP, CSE
14. Mr. Vivek Gopi, AP, ME
15. Mr. Madan Mohan, Past Chairman, IEI Palakkad Local Centre
16. Mr. Swaroop, Alumni

The following were the topics discussed and decisions arrived at:

The principal welcomed the members for the first IQAC meeting of the academic year 2024-25.

Dr. G. Muruganath, elaborated on the contribution of IQAC for the development of the institution. The various accreditation processes carried out and the achievements were highlighted.

1. Value Added Courses

All the departments should take the necessary steps to conduct value added courses for a period of a minimum 30 hours duration spread across the year. The department of ECE has conducted a value-added course on Python. Similar programs can be conducted in other departments.

2. Results

The results of the previous academic year were discussed. To improve the results and support the students to get pass in the papers, additional classes were planned on Fridays for the following S2 courses – C Programmimg and Mathematics.

3. Internship

The departments should ensure that more students are undertaking internships. Students can opt for internships as a part of their final semester project work, as per the university guidelines.
Alumni can contribute and support the institution to get internships for the students.

4. Alumni Engagement

Alumni interactions should be strengthened. Departments should invite alumni for motivational talks.

5. Audits

The audits conducted in the ongoing semester were discussed. The reports of these audits are made available in the google classroom. HoDs are requested to go through the reports and take appropriate action for improvement.

6. Tech Fest

A techfest is being planned in the month of January. Principal insisted for the participation of the students of ASET in the events organized by the other institutions.

7. International Conference

An international conference is being scheduled in the month of March. Students' projects can be converted into paper and be presented in the conference.

8. Industrial Visits

The number of industrial visits should be improved. Students can be taken for exhibitions as a part of industrial visits.

9. Paper and Patent Publication

Students and staff members are asked to publish the papers in journals. Final year project works can be converted into patents and be published.

10. FDP and MOOC Courses

Faculty members are asked to register for swayam courses. These can be shown as FDP attended by the faculty.

11.ISO Recertification Process

ISO certification of the institution expires by February 2025 ~~20205~~. The recertification process to be initiated.

The meeting ended by 08.30 pm.

PRINCIPAL