

IQAC Committee Meeting
Date: 13/07/2023 (Thursday)

Time: 1:30 PM



MBITS MAR BASELIOS INSTITUTE OF TECHNOLOGY AND SCIENCE

Affiliated to APJ Abdul Kalam Technological University, Kerala & approved by AICTE, New Delhi
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MBITS/2023/1401/7895

11th July, 2023

NOTICE

Sub: Internal Quality Assurance Cell (IQAC) Meeting

Please be informed that the IQAC meeting is scheduled to be conducted on 13th July (Thursday), 2023.

Venue: Dr. APJ Abdul Kalam Seminar Hall

Time: 01:30 PM

Agenda:

- 1) Farewell and Welcome of exit and new members of IQAC
- 2) Minutes of the last meeting and the action taken report.
- 3) Status of AQAR and NBA Preparation
- 4) Academic Audit for the year 2022-23 (Even Sem).
- 5) New Courses and Admission 2023-24
- 6) Report on Training & Placement details
- 7) Suggestions to improve the result and discipline of the college
- 8) Appreciation and Awards to special students
- 9) Details of Strategic Planning Implementation
- 10) Discussions on future plans.
- 11) Any other matter to be discussed with the permission of the chair.

All IQAC committee members are requested to be present for the meeting.

IQAC Joint Coordinator
(Asst. Prof. Soumya Markose)

IQAC Coordinator
(Dr. Solly George)






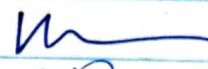

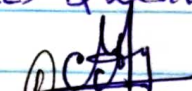
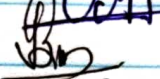
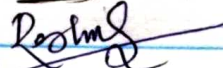








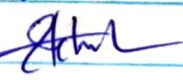



Principal
(Dr. P. Sojan Lal)

To: All IQAC members

Copy to:

1. HODs & DEANS
2. IQAC
3. Office

Attendance

1. C.A. Kunjachan Chundattu, Secretary 
2. Mr. Jose 
3. Dr. P. SOJAN LAL Principal 
4. Dr. Solly George Dean P&D Solly IQAC co-ordinator.
5. Eldhose P Mathew 
6. C. P. PHILIPOSE 
7. Prof. Johny Joseph HOD (ECE) 
8. Midhun Mathew, HOD CSE 
9. Prof. Leena Thomas HOD (EEE) & Deans Academics
10. Manju George, HOD (CE) 
11. Bose Joseph, AP S&H 
12. Reshma S 
13. Bomia Jose, AP CSE 
14. Deepa K. Mathai Trade instructor CE Deepa
15. Lincy P. Alias AP, S&H 
16. Duffhy Vasudevan IQAC member (CE) 
17. LIVIN SEBI SG EEE 
18. Geethu Lal SG CE 
19. Eldhose Paul, Eldhose Engineering Park ED/EE. 
20. Bini. T. I. 
21. Jobichan John AO 
22. Eldhose Lony ME 
23. Eldho Paul - HOD in charge S&H 
24. Kivim Chandran (Alumini CE) 
25. Soumya Markose, ECE (IQAC Joint Co-ordinator) 



Mar Baselios Institute of Technology and Science
Nellimattom, Kothamangalam, Ernakulam, Kerala, India



IQAC Meeting
Programme Schedule

Day: 13/07/2023, Thursday, 1.30 PM

- Silent Prayer
- Welcome Address : Dr. Solly George (IQAC Coordinator, MBITS)
- Presidential Address : Mr. C A Kunjachan (Secretary, MBITS)
- Address by : Rev. Fr. Jose Parathuvayalil (Vicar, Mar Thoma Cheriyaipally)
- Principal's Address : Dr. P Sojan Lal (Principal, MBITS)
- Agenda
- Remarks :
- Discussions
- Vote of Thanks : Prof. Johny Joseph (HoD, ECE Department)

Minutes of the IQAC meeting held on 13/07/2023

Agenda:

- 1) Farewell and welcoming of exit and new members of IQAC.
- 2) Minutes of the last meeting and the Action Taken Report.
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- 4) Academic audit for the year 2022-23(Even semester)
- 5) New courses and admission 2023-24
- 6) Report on Training and Placement details
- 7) Suggestions to improve the result and discipline of the college
- 8) Appreciation and awards to special students
- 9) Details of strategic planning implementation
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Members Present: 25 members were present in the meeting

The meeting was started at 1.30 pm on 13th July 2023 with a silent prayer.

IQAC coordinator Dr. Solly George welcomed the members and introduced the new IQAC members and acknowledged the supports given by Saji V Cheriyan, the Employer nominee and the student representatives Mr. Ashbin Stephen and Ms. Anna Thampi who exited from the cell after completed their turn. Mr. C. A. Kunjachan, Secretary, MBITS Association and Fr. Jose Parathuvayalil, Vicar, Mar Thoma CheriyaPally addressed the members. Dr. P Sojan Lal, Principal T SS & IQAC chairman welcomed and requested the valuable suggestions of members to bring the institute to a higher level.

Minutes of the last meeting and Action Taken Report

Ms. Soumya Markose, Joint Coordinator IQAC presented the minutes of the last meeting along with the Action Taken Report.

Resolved [6/2/13.07.2023] to approve the Minutes and Action Taken Report of the meeting held on 9th November 2022. Also, congratulated all the members of IQAC for conducting the activities successfully.

Resolved [6/3/13.07.2023] **Resolved [5/3/09.11.2022]** Ms. Manju George, NBA Co-ordinator and HoD, CE presented the status of AQAR and NBA preparation, Also resolved that ECE and CSE Department to submit SAR in August 2024 as first phase. Also resolved that other departments to apply as the eligibility criteria met. AQAR submission to do in July 2023

Academic Audit for 2022 -2023 Even semester

Ms. Deepthy Varkey presented the report of the academic auditing 2022-23(even semester).

Resolved [6/4/13.07.2023] congratulate the IQAC team for supporting the external auditing and resolved to congratulate the MBITS team for the excellent remarks in the audit report. Also



resolved to focus on the weaker areas to make it excellent in the next external auditing 2022-23(even semester). Resolved to present the audit report in detail in the next IQAC meeting.

New Courses and admission 2023-24

Mr. Basil Eldhose presented the initiatives taken by the admission cell to improve the admission for the year 2023-24. He mentioned all the activities of admission cell as (i) school visits (ii) Tech Olympiad (iii) Social media promotion (iv) posters (v) letters to churches to promote admission (vi) flex & hoardings and news in local channels. The committee appreciated all the activities.

Parent representative Mr. J.K. Reji emphasised that the alumni are the face of the institution and hence list of eminent alumni should be identified and should be displayed in the college. Also suggested to place the hoardings in all the nearby towns having more schools.

Resolved [6/5/13.07.2023] congratulated the admission cell and Mr. Regi, PTA representative suggested to fix fluxes not only in the local towns but also in the nearby towns

Report on Training and Placement details

Heads of departments mentioned about the lack of interest of students for joining the core jobs also. Also mentioned that (i) the students are not aware about the various job possibilities in the core streams and non-core streams, (ii) the students are not passing the aptitude conducted by various companies. Student representative Ms. Geethulal, union vice chairperson mentioned that many of the students are not applying for the various government sector jobs.

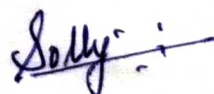
Resolved [6/6/13.07.2023] (i) to give awareness about the career opportunities in various streams through department heads (ii) to focus more on aptitude training of students through the aptitude trained faculty of the institute (iii) to give parallel education to update the knowledge

Suggestions to improve the result and discipline of the college

Employer nominee Er. C.P. Philipose emphasised the importance of maintaining quality than implementing quality. Also mentioned that quality can be achieved only through tireless efforts and in the learning process all theories should be explained with practical applications. Mr. Eldhose Paul emphasised (i) the importance of identifying the interest and aptitude of students and then to motivate on their aptitude (ii) educating with pleasure but not with pressure (iii) improve awareness about need of industry. Research scholar pointed out that the teachers should be updated to the latest technologies. Faculty representative Mr. Bose Jose emphasised that (i) learning methods should be changed (ii) there should be continuous contacts between industry and institute. Parent representative Mr. Viju P, suggested to call the parents of all misbehaved students as and when required to discuss and thereby the discipline can be improved.

Resolved [6/7/13.07.2023] to (i) encourage and motivate the student's ore to do more parallel education in Udemy etc. and to offer certificate courses in college itself. (ii) have more industrial interaction through industrial lecture series, alumni lecture series, appointing more adjunct faculty from industry (iii) introduce innovative methodologies for teaching for making the student's learning as a pleasure (iv) give orientation and other programs for motivating and updating the latest needs and technologies (v) call parents of misbehaved students (vi) improve mentoring by house visits also if needed.

Appreciation and awards to special students



Resolved [6/8/13.07.2023] to include in the action plan for the year 2023-2024

Details of strategic planning implementation

IQAC joint coordinator Ms. Soumya Markose explained the activities carried out from the strategic plan. The committee appreciated IQAC for the initiative.

Resolved [6/9/13.07.2023] to implement the remaining plans of strategic plans within the time frame.

IQAC action plan for 2023-24

Dr. Solly George, Coordinator IQAC presented the IQAC action plan 2023-24

Resolved [6/10/13.07.2023] to approve the IQAC action plan 2023-24 subjected to the additional points evolved from the discussions

Discussions on future plans and any other matter with the permission of the Chair

All the members of IQAC actively involved in the discussions about the future plans.

Resolved [6/11&12/13.07.2023] to the following plans

- 1) Introduction of innovative teaching methodologies to make learning as a pleasure for students
- 2) Identification of eminent alumni from various streams and prepare a list and conduct alumni lecture series
- 3) Improve industry institute interaction by effective industrial visits, internships, and industrial lectures
- 4) Motivate and encourage students to do parallel education.
- 5) Improvement in hostel facilities
- 6) Updation of teachers to the latest technologies and methodologies
- 7) Purchase Plagiarism checking software

The meeting ended at 4.00 pm by the vote of thanks by Prof. Johny Joseph, HoD, ECE.

Soumya
Asst. Prof. Soumya Markose
(IQAC Joint Co-ordinator)

Solly
Dr. Solly George
IQAC coordinator.