

## **Minutes of the IQAC meeting held on 30/04/2024**

### **Agenda:**

- 1) Minutes of the last meeting and the action taken report.
- 2) Presentation of the IQAC activities in the academic year 2023-2024.
- 3) New Courses and Admission 2024-25
- 4) Suggestions to improve the result and discipline of the college
- 5) Appreciation and Awards to special students
- 6) Details of Strategic Planning Implementation
- 7) Discussions on future plans.
- 8) Farewell to exit members and Welcome of new members of IQAC
- 9) Any other matter to be discussed with the permission of the chair.

**Members Present:** 39 members were present in the meeting (3 members joined online)

The meeting was started at 2 pm on 30<sup>th</sup> April 2024 with a silent prayer.

Dr. Shajan Kuriakose, Director MBITS welcomed the gathering and talked about the importance of IQAC and requested the valuable suggestions of the attendees to bring the institute to a higher level.

Shri Lal Varghese Appackal, Secretary MBITS delivered the presidential address where he conveyed his gratitude on the efficient functioning of IQAC MBITS.

### **Minutes of the last meeting and the action taken report.**

Dr Solly George, IQAC Coordinator presented the minutes and action taken report of the last meeting held on 13/07/2023. The minutes and ATR was approved by the committee.

**Resolved (01/30.04.2024):** To approve the minutes.

### **Presentation of the IQAC activities in the academic year 2023-2024**

Dr.Solly George, IQAC Coordinator presented a power point presentation. The presentation covered the constitution and functions of IQAC, steps taken by IQAC for better curricular, co-curricular and extra-curricular activities which includes (i) academic auditing (ii) AQAR submission , NBA preparation, NIRF application submission and ARIA submission (iii) activities of professional bodies like IEEE,IEI ASME ,CSI etc., in the institution (iv)activities of all extracurricular clubs & cells including the detailed report of Talent Enrichment program scheduled in the time table for the academic year 2023-2024. The coordinator appreciated the supports by the members and expressed her gratitude to all the members who are exited from IQAC. She also welcomed the new office bearers of IQAC.

**Resolved (02/30.04.2024):** The activity report was approved. Also, congratulated all the members of IQAC for conducting the activities successfully.

### **New Courses and Admission 2024-25**

Mr. Basil Eldhose presented the initiatives taken by the admission cell to improve the admission for the year 2024-25. He mentioned all the activities of admission cell (i) school visits (iii) Social media promotion (iv) posters (v) letters to churches to promote admission (vi) flex & hoardings and news in local channels. He also mentioned about the new MBA program starting in the academic year 2024- 2025.

**Resolved (03/30.04.2024):** Report regarding new courses and admissions were discussed and approved. Special appreciation was given to the admission cell for the commendable activities.

### **Suggestions to improve the result and discipline of the college**

Members emphasised the importance of maintaining quality and also suggested that quality can be achieved only through tireless efforts in the teaching learning process. All theories should be explained with practical applications. Also emphasised (i) the importance of identifying the interest and aptitude of students and then to motivate on their aptitude (ii) should spend more time with students explaining real practical problems to the students (iii) improve awareness about need of industry (iv) industry institute interaction should be improved by arranging workshops and seminars by industry people. Research scholar pointed out that the teachers should be updated to the latest technologies. Mr Felix Varkey suggested that the faculties should trigger inquisitiveness in students by explaining the application side of theories taught in classes. Faculty representative Mr. Bose Joseph emphasised that learning methods should be changed and innovative methods like peer teaching and collaborative teaching should be included. Members also appreciated the efforts taken by the teachers to improve the academics by arranging remedial classes and supervised learning. Also suggested to call the parents of all misbehaved students as and when required and thereby the campus discipline can be improved.

**Resolved (04/30.04.2024):** (i) encourage and motivate the students to do more parallel education 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**

Appreciation awards were presented to staff and students for their achievements. The following awards were presented during the meeting.

**Resolved (05/30.04.2024):** The appreciation and awards were presented to the following students.

<b>MAR BASELIOS INSTITUTE OF TECHNOLOGY AND SCIENCE [MBITS], Nellimattom, Kothamangalam</b>			
<b>Sl. No</b>	<b>Name of student</b>	<b>Class</b>	<b>Achievement</b>
<b>GATE QUALIFIED 2024</b>			
1	<b>SAM RIJU</b>	<b>S6 CSE</b>	Gate score- 29.2
2	Abhijith Rajendran	S8 ECE	Gate score-30.67
3	Ajay P S	S8 ECE	Gate score-25.33
4	Abin Shajan	S8 ECE	Gate score-26.33
<b>NCC</b>			
2	Kevin S Dev	S2 ME	Most motivated soldier award(NCC camp)
2	Gloria Mathew S	S2 DS	Attended annual training camp (NCC) and also selected to Thal Sainik Camp(TSC)
<b>CE</b>			
1	Airin Sajeev	S8 CE	Project was accepted at ISRO
2	Praseetha Biju		
3	Simon M Biju		
4	Muhammed Aslam Aboobakkar		
5	Bhavansha C	S8 CE	Internship at IISC Bangalore
6	Muhammed Aslam Aboobakkar	S8 CE	For winning Rs.10,000 cash prize in the ICI concrete cube test competition on the occasion of the Technical colloquium of Indian Concrete Institute held at Monsoon Empress, Kochi
7	Pradula A K		
8	Anandhu Subhash		
9	Joseph Baby		
10	Alwin Tomy	S6 CE	Won First prize in bridge making competition conducted at paridam expo by LENSEFED
11	Afna A Vahid		
12	Arjun Sunil		
13	Keerthy Jayan		
14	Muhammed Shameer T H		
15	Thanseeha Nasrin M I		
16	Savio Saji		
<b>EEE</b>			
1	Jyothilakshmi	S8 EEE	CGPA 9.01
2	Basil Joy	S4 EEE	Media lead in IEEE LINK State level
3	Afsaal Basheer	S8 EEE	Solar panel Installation- Project teams
4	Alias Baby		
5	Alphin Roy		
6	Appu Subramanyan		
7	Aswin G R		
8	Cyril Chacko		
9	George Mathew		
10	Muhammed Shahabas K P		
11	Arshad K Ashraf		
12	Anandhu Rajan		

<b>ECE</b>			
1	Dileep Kumar	S8 ECE	Out standing event award (IEEE)
2	Badusha Ali	S8 ECE	Prototype develop for Consed international
3	Basil Paul		
4	Dileep Kumar A		
<b>ME</b>			
1	Akhil Siby	S6 ME	Out standing event award (IEEE), Volunteered at IEEE i5(National level conference and workshop hosted by all the societies of IEEE )
<b>CSE</b>			
1	Ayisha Basheer	S2 DS	Second prize in open chess competition district level and selected for state level chess competition
2	Yridhika S R	S6 CSE A	Shortlisted for the Pre Republic parade Camp
3	Aron Peter Viju	S4 CSE A	Developed a website for Govt Taluk Head Quarters Hospital, Kothamangalam Developed website for conference conducted by Civil Department of MBITS
4	Shinju Varghese	S8 CSE	Represented India in an international Karate championship in Jakarta, Indonesia
5	Nima Elizabeth Saju	S8 CSE	CGPA-9.34
6	Ron P Johny	S8 CSE	CGPA-9.05
7	Mishal Fathima	S6 CSE	CGPA-9.35
8	Adithya Wilson	S4 CSE A	CGPA-9.28
9	Maria Kurian	S4 CSE B	CGPA-9.16
10	Thanseeha	S4 CSE B	CGPA-9.00
11	Krishna B	S2 CSE C	CGPA-9.59
12	Christepher C Biju	S2 CSE B	CGPA-9.24
13	Thrisha Mariya Sajeesh	S2 CSE C	CGPA-9.24
14	Vismaya Joseph	S2 CSE C	CGPA-9.15
15	Navya Unni	S2 CSE C	CGPA-9.09

### **Details of Strategic Planning Implementation**

Dean, Planning and development explained the activities carried out from the strategic plan. Out of the 94 planned projects, 19 have been completed. The completion of these projects aligns with the expectations timelines and quality standards set by both the planning committee and the IQAC. 36 projects areas are completed as of now but need to be updated for continued events. Currently 17 projects are in progress. The planning committee is actively working to ensure the timely and successful completion of these projects. Unfortunately, 17 projects are

started but have not been completed as per the established plans. 5 of them are pending with no action taken.

**Resolved (06/30.04.2024):** to implement the remaining plans of strategic plans within the time frame and also entrusted the planning and monitoring committee to assess the reasons for the delays and to take corrective actions to bring these projects back on track.

### **Discussions on future plans**

All the members of committee actively involved in the discussions about the future plans and the following plans were evolved:

- 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 Mentoring
- 6) Updating of teachers to the latest technologies and methodologies
- 7) Improvement in academic performance

**Resolved (07/30.04.2024):** The committee approved the Future plan 2024-25 subjected to the additional points evolved from the discussions.

### **Farewell to exit members and Welcome of new members of IQAC**

Dr Solly George acknowledged and appreciated the support given by Asst. Professor Lincy P Alias who served as the Joint coordinator of IQAC. Dr Solly George also expressed her thanks to other IQAC members for the support throughout the years. Dr Solly George then handed over the charge to Asst. Prof Chethan Roy who accepted the charge as IQAC Coordinator. He also requested the support of all the members for the smooth functioning of IQAC. Asst. Prof Chethan Roy introduced the new members of IQAC to the committee.

**Resolved (08/30.04.2024):** The committee gave a warm farewell to the exit members and new members were welcomed.

The meeting was concluded by 4.30 pm with the vote of thanks by Prof. Johny Joseph, Principal in Charge, MBITS.

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