

Minutes of Meeting

Date, Time and Venue of meeting: 19/JULY/2024, 3:00 pm; Board Room		
Meeting Called by: Dr Neelakantan P.C., Chairperson		
Agenda: 1. Overview of new curriculum 2. Integration of Project-Based Learning (PBL) courses, Health and fitness course, Credit variation etc. 3. Preparation for NBA second cycle 4. Introducing affective and psychomotor domains of learning in lab courses.		
Opening: The meeting was called to order by Dr Neelakantan P.C. at 3.00 pm. Approval of Agenda: The agenda was unanimously approved as distributed.		
Status of Action Items from Previous Meeting: NIL		
Sl. No.	Item	Status
1.	OBE training programme	Completed
Discussions (attach additional sheets, if required): Following points were discussed during the meeting <ul style="list-style-type: none"> ➤ Academic Dean Dr. Shajimon gave an overview of new curriculum, its major elements and the credit variations. ➤ Comparison with the present curriculum and AICTE model curriculum in credits, variations in courses etc ➤ Discussed the importance of project based learning courses to enhance problem-solving abilities, teamwork, and critical thinking, how faculty need to be get trained to handle such courses. ➤ Discussed the relevance of Health and Fitness course, strategies needed to be implemented during the integration of this course. ➤ How the modified internship policy can be effectively utilized without affecting the academic rhythm. ➤ Principal enquired the status of NBA second cycle preparation, thrust areas need to be focussed and also about the timeline. IQAC coordinators gave a brief description about each departments' status. ➤ To encourage active learning, it was decided to introduce affective and psychomotor domains in laboratory courses. Faculty need to prepare course plan by keeping this in mind. It was also decided to give a training session to faculty who are handling first year classes regarding the same. 		

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Additions to Agenda (if any):

Adjournment:

The Meeting was adjourned at 3.30 pm by Dr Neelakantan P.C.

Post Meeting Action Items (attach additional sheets, if required):

Sl No.	Item	Marked To
1	Training on active learning processes	IQAC coordinators

Present:

Sl. No.	Name of Members Present
1	Dr Neelakantan P.C., Principal
2	Dr. Shajimon K John, Dean Academics
3	Ms Remadevi M, IQAC member, CE
4	Dr. Manoj Kumar K, IQAC Coordinator
5	Mr Tony Mathew, IQAC member, EEE
6	Ms Jiss Kuruvilla, IQAC member, MCA
7	Mr. Prislely Varghese, IQAC member, ME
8	Ms Priya C V, IQAC member AI
9	Ms Asha Raj, IQAC member, CSE
10	Ms Prathibha S, IQAC member, ECE

Prepared by: Manoj Kumar K

Approved by: Dr Neelakantan P.C.