

**RAJAGIRI SCHOOL OF ENGINEERING & TECHNOLOGY**

**Rajagiri Valley, Kakkanad, Kochi**

**INTERNAL QUALITY ASSURANCE CELL**

**(Reconstituted in January 2019)**

**TRANSCRIPTS OF MEETING 1 OF 2019 OF THE INTERNAL QUALITY ASSURANCE CELL**

Date: January 17, 2019

Time: 3.30-4.30 p.m.

Venue: Multimedia Hall, Ground Floor, Main Building

**Agenda:**

- 1.1 NBA Visit to the Department of Mechanical Engineering in February 2019.
- 1.2 Starting of new programmes.
- 1.3 Any other matter.

**RAJAGIRI SCHOOL OF ENGINEERING & TECHNOLOGY**

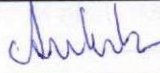
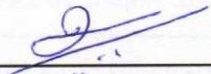

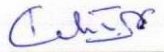
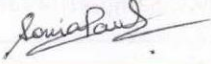
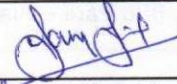
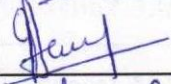
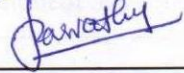


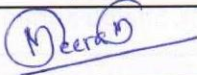


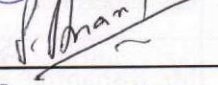
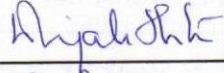
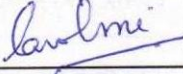

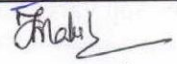
Rajagiri Valley, Kochi-682 039

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
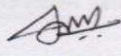







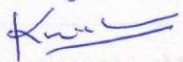
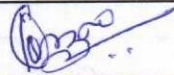


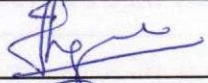


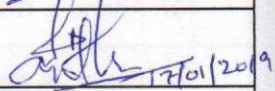
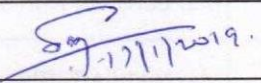

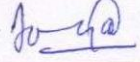
Time: 3.30pm

Date: 17/01/2019

Venue: Multimedia Hall

Sl.No.	Members	Signature
1	Dr. A. Unnikrishnan, Principal – Chairperson	
2	Dr. John M. George, Vice Principal – Coordinator	
3	Dr. Vinod Kumar P.B. – Assistant Coordinator	
4	Prof. Kuttyamma A.J. – Member Secretary	
5	Dr. Sonia Paul – General Secretary	
6	Dr. Antony V. Varghese	
7	Dr. Jaison Jacob – NBA Coordinator	
8	Ms. Mary Hexy (DAE) – Joint Secretary, Courses	
9	Ms. Parvathy Harikumar (DAE)	
10	Ms. Tressa Kurian (DCE)	
11	Ms. Nimisha Reji (DCE)	
12	Ms. Meera M. (DCS)	
13	Ms. Dincy Paul (DCS)	
14	Ms. Harsha A. (DEC) – Joint Secretary, Examinations	
15	Dr. Anand S. (DEC)	
16	Dr. Elizabeth Rita Samuel (DEE)	
17	Ms. Caroline Ann Sam (DEE)	
18	Ms. Nikhila T. Bhuvan (DIT) – Joint Secretary, Documentation	
19	Ms. Lakshmi K.S. (DIT)	



20	Ms. Bency Wilson (DIT)	
21	Mr. James Mathew (DME) – Joint Secretary, Audit	
22	Mr. Jibin Noble (DME)	
23	Ms. Anju C. (DBSH) – Joint Secretary, Administration	
24	Dr. Rinku Jacob (DBSH)	
25	Mr. Rony Antony P. – M. Tech Programme Coordinator	
26	Ms. Sangeetha Jamal – Timetable Committee Coordinator	For 
27	Fr. Mejo Paul Gracevilla CMI – Hostel Warden	
28	Dr. Biju Paul – Placement Officer	
29	Mr. M.T. Kuriakose – Administrative Officer	
30	Mr. P.M. Joseph – Senior Finance Officer	
31	Mr. Tony Joseph – Librarian	
32	Mr. Mathachan M.J. – Maintenance Engineer	
33	Mr. Shaibu Kurian – Technical Assistant	
34	Mr. Thomas T.J. – Clerk	
35	Mr. Jomon P. J. – Attender	
36	Ms. Bindu Paul – Record Keeper	
37	Mr. Nishanth P.R. – Employer Representative	 17/01/2019
38	Mr. Vivek E.K. – Alumni Representative	
39	Dr. Suresh Nair – Industrialist	 17/01/2019
40	Ms. Saji Varghese – Representative, Local Community	
41	Chairperson, Student Council – Student Representative	
42	Ms. Jomy K.J. – IQAC Office Assistant	



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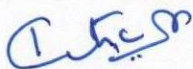
Agenda:

- 1.1 NBA Visit to the Department of Mechanical Engineering in February 2019
- 1.2 Starting of new programmes
- 1.3 Any other matter

Transcripts:

- 1.1 The Principal announced the visit of the National Board of Accreditation to the Department of Mechanical Engineering on February 8, 9 & 10, 2019. He also informed the IQAC about the imminent visit by the inspection team for grant of academic autonomy.
- 1.2 The IQAC expressed the opinion that it would be wiser to study the prevailing industry and academic trends before launching new programmes. This would also help in improving existing programmes and make them more industry-acceptable.  
Taking into consideration the current demand for courses in IoT, Artificial Intelligence, Data Science, Predictive Analytics etc the institution could offer add-on courses and value added courses in these areas based on competence and resources.
- 1.3 The following general suggestions were made during the course of the discussions,
  - (a) IQAC should prepare a manual outlining its policies and practices, and defining its goals

- (b) A calendar chalking in all institutional activities should be brought out at the beginning of the year
- (c) A definite plan of action targeting rating in various surveys such as NIRF should be drawn up
- (d) Improving the number and quality of research publications deserves special attention
- (e) Interaction with industry should be further strengthened so as to result in concrete and tangible outcomes
- (f) A committee may be set up for monitoring the preparation and submission of research proposals
- (g) Institutional website may be restructured to cover all aspects of institutional functioning and showcase all achievements



Prof. A.J. Kuttyamma  
Secretary



Dr John M. George  
Coordinator



Dr A. Unnikrishnan  
Chairperson

Date: January 19, 2019