

RAJAGIRI SCHOOL OF ENGINEERING & TECHNOLOGY
Rajagiri Valley, Kakkanad, Kochi

INTERNAL QUALITY ASSURANCE CELL
(Reconstituted in January 2019)

TRANSCRIPTS OF MEETING 4 OF 2019 OF THE INTERNAL QUALITY ASSURANCE CELL

Date: April 16, 2019

Time: 2.30 – 3.30 p.m.

Venue: Seminar Hall, First Floor, Main Building

Agenda:


- 3.1 AICTE instructions on student internships
- 3.2 Second Internal Audit for Even Semester
- 3.3 IQAC documentation
- 3.4 Any other matter

Transcripts:

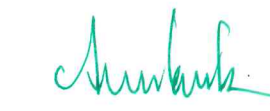
- 3.1 The Industry-Institute Interaction Cell has been directed to study the AICTE directives on student internship, and inform the institution of action required. Mr. Karunakara P. Menon will give an update on this at the earliest.
In the course of the discussions, it was suggested that RSET could consider signing MoUs with industries such as Keltron, HMT, V-Guard, Intrans Electro Components Pvt Ltd, OEN, KITCO and TELK in order to facilitate student internships as per the abovementioned AICTE stipulations.
- 3.2 The Second Internal Audit for the current semester is scheduled for May 15, 16 & 17, 2019. Certain audit sheets (Comprehensive, M.Tech Project & Labs etc) will need further modification, which will be taken up by Mr. James Mathew immediately. Suggestions in this regard have to be sent to him at the earliest.
- 3.3 All the departments were directed to be punctual with regard to IQAC documentation and filing.

- 3.4 Discussing the question paper pattern and scrutiny process currently followed for the internal exams, it was suggested that the KTU template given to question paper setters for the university examinations could be reviewed in order to finalize a uniformly acceptable question paper pattern.
- 3.5 The departments were reminded to evaluate and revise the Course Outcomes of all courses before the commencement of the next semester.

Prof. A.J. Kuttyamma
Secretary



Dr John M. George
Coordinator



Dr A. Unnikrishnan
Chairperson

Date: April 24, 2019