

SCMS SCHOOL OF TECHNOLOGY AND MANAGEMENT

Prathap Nagar, Muttom, Aluva 683 106

Minutes of IQAC Meeting held on 05.02.2020

Time and Venue of Meeting: 9.15 am, Principal's Office

CONVENER and CHAIR: Dr. Sashi Kumar G, Principal, SSTM

Members present:

Dr. Indu Nair, Group Director, SCMS Group

Mr. T J Subhash, MD, Supra Hitech Electro Equipment Pvt Ltd

Mr. Vijayakumar Menon N, Chief General Manager, Hindustan Organic Chemicals Limited

Dr. Sherin Mariam Alex, Vice Principal, SSTM

Dr. Harish M, Faculty, SSTM-M.Sc

Dr. Praveena K, Associate Professor, SSTM-MBA

Dr Anjana, Assistant Professor, SSTM-MCA

Ms. Arsha A , Lecturer, SSTM-B.Com

Ms. Rose Paul, Lecturer, SSTM-BA (Eco)

Dr. Susan Abraham, Professor, SSTM-MBA

Mr. Gautam A Kumar MBA Alumni, SSTM

Mr. Rijo George Thomas, Student, SSTM

Ms. Subaida, C H, Secretary, SSTM

Ms. Geetha N, Librarian, SSTM

Mr. Praveen Kamath, Systems Administrator, SSTM

Members absent:

Mr. P M A Latheef, Liaison Officer, SCMS

Ms. Sini Balachandran, Parent

The following points were discussed:

1. Review of the previous meeting

The Chair highlighted the important points of the previous IQAC meeting.

2. Action Taken Report of the previous meeting

The Chair presented the Action Taken Report of the previous IQAC meeting and asked for clarification regarding the feedback from students about the various training programs they had attended.

3. Review of progress in SSR preparation.

The Chair was briefed by the NAAC 2020 coordinators regarding the progress made in preparing the SSR.

4. Training for faculty and students.

The Chair informed the members that with the increase in COVID-19 cases the teachers and students have to be trained in online classes and asked the members to identify trainable topics in their areas of expertise to be taught online.

5. Participation in FDPs.

The Chair informed the members that faculty have to participate in FDPs that will enhance their skill for online activities.

6. Paper publications.

The Chair was briefed by the members on the number of publications from each department. The Chair encouraged the members to publish in ABDC journals in the future.

7. Any other matters.

The Chair advised the members to arrange for Industrial Visit for MBA students to get the needed exposure to industry practices in management.

The meeting ended at 10 am.



PRINCIPAL