

SCMS SCHOOL OF TECHNOLOGY AND MANAGEMENT

Prathap Nagar, Muttom, Aluva 683 106

Minutes of IQAC Meeting held on 05.05.2020

Time and Venue of Meeting: 9.15 am, Mode: Google Meet

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. 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
Mr. Gautam A Kumar MBA Alumni, SSTM

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 faculty 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. They also stated that the IIQA can be filed in the last week of June 2020.

4. Online activities

The Chair was briefed by the members on the progress made in various online activities introduced since the start of lockdown. The Chair advised the members to prepare a list of activities that was completed during the lockdown.

5. Webinars

With the introduction of lockdown the faculty were encouraged to attend Webinars in diverse areas to know the impact of COVID-19 and measures taken by various sectors to tide over the uncertain situations.

6. Outreach activity

The members briefed the Chair on the possibility of preparing hand sanitizer in the campus as there is shortage of the same in the market.

7. Any other matter.

The Principal encouraged the faculty to engage the students in diverse online activities before the commencement of University exams.

The meeting concluded at 10 am.



PRINCIPAL