

SCMS SCHOOL OF TECHNOLOGY AND MANAGEMENT

Prathap Nagar, Muttom, Aluva 683 106

Minutes of IQAC Meeting held on 11.02.2019

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. Mohankumar, Director, SIBBR&D
Dr. Praveena K, Associate Professor, SSTM-MBA
Ms. Rekha Sunny, 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. Ashwin H, MBA Alumni, SSTM
Mr. Gautam A Kumar, Student, SSTM
Ms. Subaida, C H, Secretary, SSTM
Ms. Maya Sreekumar, 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. Introduction of new members of IQAC

The Principal introduced Ms. Assistant Professor, as the representative of the B.Com department in the IQAC.

2. Action Taken Report on the recommendations given during the previous IQAC meeting.

The Principal presented the Action Taken report on the recommendations given in the September meeting of IQAC.

3. Initiatives for the academic year 2019-20.

The members had a discussion on the initiatives to improve teaching, learning and evaluation of all courses. Various suggestions were put forward by the members. Add-on courses, Life skill

courses, Value added courses, Training programs for teachers and students, and workshops were discussed. The Chair asked the members to consolidate the list of all the programs and submit the same in two weeks' time.

4. Social Outreach Activities.

The Principal encouraged the faculty to initiate Social Outreach Activities in each department and to search for Outreach Activities in association with governmental and non-governmental bodies. Mr. T J Subhash suggested that companies are doing various CSR activities and our institution can join with them by involving students in the implementation phase.

5. Any other matters.

It was proposed to encourage alumni to participate in various activities of each department in a planned manner. The Chair encouraged the faculty members to publish articles in recognised Journals.

The meeting concluded at 10 am.



PRINCIPAL