



# St Thomas College of Engineering and Technology



Approved by AICTE New Delhi, Govt. Of Kerala and Affiliated to APJ Abdul Kalam Technological University  
Vellilode, Sivapuram. Mattanur Via Kannur Pin 670702 Phone 0490 -2401700,01,02,03  
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Ref: STM/IQAC/2019 – 2020/MoM-4

Date: 17/06/2020

## MINUTES OF THE MEETING HELD ON JUNE 17<sup>th</sup> 2020 (ONLINE MODE)

### Agenda

- Internal Academic Audit 2019-20 (Even Semester)
- Status of monthly report submission
- Status of Course Committee and Class Committee meetings

### Meeting was attended by following members

- 1) Dr. Shinu Mathew John (Principal) - IQAC Chairman
- 2) Mr. Rijo Thomas Jose (CEO)
- 3) Mr. Nithin C (AP, ECE Department)-IQAC Coordinator
- 4) Mr. Jijin I (AP, ME Department)
- 5) Ms. Indu Chandran (AP, ECE Department)
- 6) Ms. Mruthula N (AP, CSE Department)
- 7) Ms. Meera Pradeep (AP, CE Department)
- 8) Ms. Subhalakshmi V. (AP, ASH Department)
- 9) Mr. Madhu K (AP, CSE Department)
- 10) Ms. Firdousa K. (Student, S8 CSE)



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## Decisions

- Due to lockdown the Internal Audit scheduled on 26/03/2020 & 27/03/2020 was postponed
- It is decided to conduct the final audit for the academic year 2019-20 (Even Semester) internally as per the University guidelines, after finalising and uploading the internals and APC in the APJ AKTU portal.
- Third Class committee meeting (S8 batches) for finalising Internals and APC to be completed on or before 19/06/2020

### Review of

- Monthly report uploading status- All monthly reports except that of May uploaded in the APJ AKTU portal. Reported KTU support team regarding the issue faced while uploading the MAY month report

  
17/6/2020  
IQAC Coordinator

  
22/10/20  
IQAC Chairman