



Vedavyasa Institute of Technology, Karad(PO), Malappuram Dt.

Minutes of Department IQAC meeting dated 17/05/2022

Conducted during even semester -Academic Year 2022

Meeting Called By	Prof. Balakrishna Pillai
Type of Meeting	IQAC meeting
Facilitator	Prof .Balakrishna Pillai
Note-taker	Ms. Surabhi K C (EEE Dept. IQAC member)
Mode:	Offline-EEE dept. seminar hall
Date:	17/05/2022 from 11.00 am to 11.30 pm
Attendees: Ms. Noofa Syed (Assistant Professor-EEE); Ms. Surabhi K C (Assistant Professor-EEE), Ms. Sreelakshmi P K (Assistant Professor-EEE)	

Agenda	Suggestions/Matters Discussed / Resolutions	Actions to be taken by	Deadline
S4 Result Analysis and student performance Improvement	<ul style="list-style-type: none">Members gave various suggestions and the best suggestion was adopted. <p>Suggestions</p> <ul style="list-style-type: none">Remedial hours must be effectively utilized.Module wise tests can be conducted for the supplementary papersOne to one attention for each student <p>Resolutions</p> <ul style="list-style-type: none">Monitor the performance of students weekly.	All faculty members and monitor by the HoD	Immediate (Identify students who will write supplementary exams for each faculty's handling subjects.)
The above points were discussed so that the action will be done with immediate effect by all the members present.			



HoD-EEE