



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

Minutes of Department IQAC Meeting 2021-22 Even Sem
Conducted during Even semester -Academic Year 2021-2022

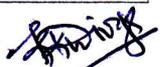
Ref: VVIT/CE/IAQC/21-22/03

Date: 17.05.2022

Meeting Called By	MrS. Divya KK (HOD – CE)
Type of Meeting	IQAC Meeting
Facilitator	Mr. Saravanan P (College IQAC Member)
Note-taker	Mrs. Anjusha (CE Department IQAC Member)
Mode:	Offline- CE Department
Date:	17/05/2022 from 12.30 pm to 01.30 pm
Attendees: Mr. Sujikumar (Assistant Professor – S& H); Mrs. Bhagya (Assistant Professor – Civil); Mrs. Megha O (Assistant Professor – Civil); Mrs. Anjusha (Assistant Professor – Civil);	

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 made several ideas, which were all recorded and the best suggestion was adopted. <p>Suggestions</p> <ol style="list-style-type: none">Unnecessary absence of students in class should be stopped. To stop this, a student who absent in the previous class must be asked to submit a explanation letter with clear mention of reason for his absence with the sign of faculty adviser and Hod. that letter should be field by the subject handling faculty.slow learners should be identified in difficult problematic subjects like Mathematics, Geotechnical engineering, fluid mechanics etc., The slow learners should be given more attention. a special remedial offline class should be conducted for slow learners on working Saturdays. Slow learners can be identified by the performance of students Series Test 1.1 or 2 week Special classes during study holidays to be conducted for Students who have supplementary in the previous semesters by each faculty.The internal mark series test 1 also should be sufficient enough in to obtain more than 35 mark total internal mark. All Students should be trained to get more than 35 marks in total internal.	All Faculty members and monitor by the HOD	Immediate
effect by all the members present.			




HOD - CE