

VVIT		IQAC Meeting		WIT IQAC/Morn/2/2020-21	
Date: 13 August 2020	Time: 3 to 4 pm	Location: office of Principal			
Meeting Called By	Dr Sangheetha S, Principal: (Chairperson)				
Type of Meeting	Special Meeting in view of online class of odd semester				
Facilitator	Dr Kavitha S. M: Director IQAC				
Note-taker	Mrs. Shibi B, AP,				
Attendees	Dr S. Kavitha M, Vice Principal & Director IQAC				
Online participants: All faculty members					
<i>(In view of the worsening trend of the pandemic, covid-19, the University decided to commence the odd semester with online teaching methods. It came up with a special academic plan to suit the online mode of course transactions. It charged the IQAC to oversee the implementation of the academic plan.)</i>					
Agenda:					
<ol style="list-style-type: none"> 1. Briefing of IQAC members concerning quality in academics for the odd semester commencing on 17 Aug 2020 2. Presentation of the complete academic plan of the University to all faculty members 					
Discussion					
<p>Dr Sangheetha S, informed the meeting of the commencement of the odd semester on 17 August 2020. Stress was laid on the need to add extra-mural members and alumni to IQAC in accordance with the requirement of academic audit manual. The need for quality to be part of the operations of the Institute was touched upon. All members were urged to be conversant with quality norms. If the need arose there would be seminars on quality for members of the cell.</p> <p>Following the brief first session Dr Sangheetha S, addressed the faculty members online. She made a detailed presentation of the academic plan of KTU as detailed in the circular, No KTU/ASST6(ACADEMIC)/3536/2020 dt 7/8/2020. With the aid of slides every particular of the academic plan was explained to the faculty members. She urged them to harmonize the course transactions with the plan. The need for Department team to ensure implementation was emphasized. The three e-audits and the resultant reports were an unusual feature of the plan.</p> <p>The meeting ended with encouragement and motivation to put into action the academic plan.</p> <p>(A copy of the circular is attached herewith)</p>					

S.Kavitha
Dr Kavitha S.M
IQAC Director



S.Sangheetha S
Dr Sangheetha S
IQAC Chairperson
Near Ramanattukara, Karad Paramba P.O.
Malappuram District. PIN - 673 632