COLLEGE OF ENGINEERING, VADAKARA

College of Engineering
Vadakara

MINUTES OF FIRST IQAC MEETING   AY- 2025-26

Date & Time : 13.6.2025 , 10.30-12.30   **Venue :** Conference Hall (Hybrid Mode)

Agenda Items :

i.   Welcome Address & Introductory remarks
ii. Confirmation of last minutes and Action taken during last academic year
iii. Preparation for new Academic year Subject allocation, academic calendar and time table
iv. Result Analysis
v.   CO-PO Attainment Calculation-Fixing of threshold levels for 2021 batch
vi.   Budget Allocation for the next academic year
vii. NBA Accreditation work status
viii. 25th Anniversary celebrations review
ix. Academic Audit
x.   Placement details
xi. Other matters

Members Present:

1. Dr. Vinod Pottakulath , Principal (Chairman)
2. Ms .Anupama K , Senior Faculty Member (Co-Ordinator)
3. Ms. Shibili T, Senior Member, Department of Computer Science
4. Dr. Smitha C K, HoD, Electronics and Communication Engineering
5. Dr. Rohika Micky, HoD, Electrical and Electronics Engineering
6. Ms. Shabana K, HoD, Department of Civil Engineering
7. Ms. Sreena S, HoD, Department of Computer Science
8. Ms. Seema G, Junior Superientendent (Office)
9. Mr. Thejus Santhosh, College Union Member
10. Mr, Prajil, Alumini
11. Dr. Kumaravel,S, NIT Calicut

Leave or Absence
1.Mr. Shijith K, HoD, Department of Mechanical Engineering
2.Ms. Fathima Vellameeran , HoD, Department of Computer Applications

Action Taken status on the meeting held on 14/2/2025

1	Focus on exam-oriented teaching	Focused on exam-oriented teaching, Revision and peer learning
2.	Skill development through projects hackathons etc	1.Inhouse hackathons are organised by IEDC 2. Associations are focussed of course projects and project based learning
3	25th anniversary Closing Programs	The 25th Anniversary celebrations ended on April 3 with College Day, inaugurated by actor-screenwriter Vishnu Unnikrishnan and highlighted by a live performance from playback singer and motivator Anju Joseph

Proceedings:

1. **Welcome:** IQAC coordinator, welcomed all members especially new members to the meeting
2. **Confirmation of Minutes of Last Meeting:** Minutes of IQAC held on 14th Feb 2025 was presented and approved by the members
3. **Action Taken Status of IQAC meetings :** Principal explained the action taken for the suggestions received during last academic year.
4. **Preparation for next academic year:**
   i. HoDs are entrusted to allocate subjects to faculty as per their choice and nominate a person to timetable committee to prepare timetable.
   ii. IQAC coordinator is entrusted to prepare academic calendar and guide department coordinators for the preparation of timetable
   iii. Hods are directed to complete the verifications of course plan through PAC before starting of the semester.
5. **Result Analysis:** Principal presented the result of pass out batch (2021-23). Pass Percentage of S8 is 70.5 and 51.55 for and BTech., the position of the college in KTU ranking is 46. The result of 2024 Adm S1 is 57.6
6. **Setting Threshold Levels for CO-PO Attainment for 2021 batch:** With the publication of the results for the 2020 batch, the PO attainment calculation process was discussed. It was decided to use an Excel sheet for the computation. The following decisions were made regarding the attainment levels:
   a. **PO Attainment Target:** Set at **1.75**.
   b. **CO Attainment Levels:**
      Level 1: >50% attainment
      Level 2: >60% attainment
      Level 3: >70% attainment
   c. **Direct to Indirect Attainment Ratio: 80:20**
      Components of Direct Attainment: : Distribution set in the ratio **50:30:20** among internal exams, university exams, and course feedback respectively.
   d. **Target Grade Points for University Exams:**
      Theory Courses: Minimum grade **'P'**
7. **Laboratory Courses:** Minimum grade **'D'**
   All HoDs are instructed to use the above targets ensure the completion of CO-PO attainment calculations through the DQAC and PAC committees.
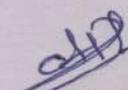
8. **Budget Allocation:** Funds are distributed among departments, taking into account both their requests and emergency needs

9. **NBA Accreditation work :** Pre-qualifier for ECE is submitted on 21st May 2025 and preparation of SAR is continuing with Mr. Nithin T, Asst Professor Dept of EEE, as Overall NBA Coordinator

10. **25th Anniversary Program Review :** The One Year Anniversary Program was launched in March 2023 to April 2024 . The celebrations included cultural, technical, social, and alumni-focused activities. The progrms includes .

    i.   **Inaugural Procession and Flash Mob :** The anniversary celebrations began with a lively procession and flash mob held in **Vadakara**, and **farewell to Principal Joseph Sir** at the **Town Hall, Vadakara.**

    ii.   **Technical Festival – QL 11:** Held on **April 18th and 19th at the campus**, QL 11 featured a wide range of technical events and competitions. The festival concluded with a **grand ProShow by a popular brand**, drawing large student participation and public attention.

    iii. **Former Faculty & Alumni Meet:** A nostalgic gathering brought together **former faculty members** and **alumni** to reconnect, share memories, and strengthen ties with the institution.

    iv.   **Alumni Sports Meet :** A special sports meet was organized for alumni, promoting health, camaraderie, and spirited competition.

    v.   **Blood Donation Camp :** As part of the institution's social responsibility, a **blood donation camp** was successfully conducted with enthusiastic participation from students and staff.

    vi.   **International Conference :** The International Conference on Recent Advancements in Computing and System Design (InRACs 2025) is scheduled to be held on June 25th, 26th, and 27th, 2025 under the department of ECE. A key highlight of the event is that all keynote speakers are distinguished alumni of our institution.

    vii. **25th Anniversary Closing Ceremony:** The 25th Anniversary celebrations concluded on April 3 with the College Day program held on campus. The event was inaugurated by actor and screenwriter Vishnu Unnikrishnan, followed by a captivating live performance by playback singer Anju Joseph, adding both glamour and inspiration to the occasion

11. **Academic Audit:** Decided to form a new internal audit team or new academic year by nominating one faculty from each department.

12. **Placement Details :** The Principal shared the placement results for the 2025 batch. B.Tech students received 156 offers, and 100 students got placed. MCA students had 15 offers, with 14 students placed. For the Diploma course, there were 13 offers, and 11 students got placed.
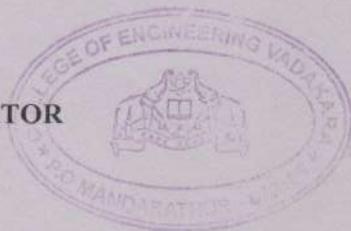
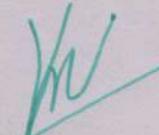<u>**Following suggestions were given by members**</u>

1	Invite distinguished alumni holding top positions for interactive sessions with students.
2	Plan and implement targeted programs in each semester from the first year onwards to

	systematically bridge curriculum gaps.
3	Adopt result-oriented teaching methods with adequate time for revision of contents
4	Promote project-based learning to enhance students' practical skills and improve their employability.
5	Conduct in-house hackathons regularly and encourage student participation in external hackathons

13. **Vote of Thanks** : The meeting ended at 12.30 with vote of thanks by Ragi R G , Asst. Professor ECE
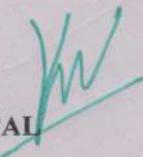
IQAC COORDINATOR

PRINCIPAL

PRINCIPAL
College of Engineering Vadakara
Mandarathur (P.O), Vadakara-67310

Actions Taken :

1. Alumni interactions are conducted as part of association program
2. Workshop in Aurdino, and Coding is conducted for the semester gap in 2024 scheme
3. Teachers are directed to give importance for revision
4. Directed to implement course projects from 1st year onwards
5. IEDC is entrusted to conduct an inhouse hackathon regularly
6. Subjects are allotted, timetable and academic calendar is prepared
7. Final CO-PO attainment for 2020 Adm is calculated with the following attainment levels: PO Attainment Target:as 1.75.. Direct to Indirect Attainment Ratio: 80:20 with Components of Direct Attainment Distribution ratio 50:30:20 among internal exams, university exams, and course feedback respectively Target Grade Points for University Exams is set as grade P for Theory and D for Lab
8. Budget reallocated according to the priority.
9. Internal Audit is conducted on 24/9/2025 as per direction of university.
10. The SAR for ECE was submitted on 21/07/2025, with Mr. Nithin T, Assistant Professor in the Department of EEE, appointed as the Overall NBA Coordinator. A dedicated team has been constituted to make the necessary arrangements for the visit.

IQAC COORDINATOR

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MINUTES OF SECOND IQAC MEETING   AY- 2025-26

Date & Time : 17.9.2025 , 10.30-11.30   **Venue :** Conference Hall (Hybrid Mode)

Agenda Items :

    i.   Welcome Address & Introductory remarks
    ii.   Confirmation of last minutes and Action taken during last academic year
    iii.   Result Analysis
    iv.   NBA Accreditation work status
    v.   Special Academic Audit Team for NBA
    vi.   Other matters

Members Present:

1. Dr. Vinod Pottakulath , Principal (Chairman)
2. Ms .Anupama K , Senior Faculty Member (Co-Ordinator)
3. Ms. Shibili T, Senior Member, Department of Computer Science
4. Dr. Rohika Micky, HoD, Electrical and Electronics Engineering
5. Ms. Soumyan K, HoD, Department of Civil Engineering
6. Ms. Sreena S, HoD, Department of Computer Science
7. Mr. Shijith K, HoD, Department of Mechanical Engineering
8. Ms.Fathima Vellameeran , HoD, Deparment of Computer Applications
9. Ms. Seema G, Junior Superientendent (Office)
10. Dr.Kumaravel, NIT Calicut
11. Mr.Thejus Santhosh,Union Member

Leave or Absence
1Dr. Smitha C K, HoD, Electronics and Communication Engineering

2. Dr.Thajudeen Ahammed,Director,CAPE
3.

Action Taken status on the meeting held on 13/6/2025

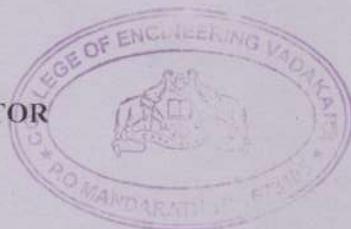|		
1	Invite distinguished alumni holding top positions for interactive sessions with students.	Alumni interactions are conducted as part of association program
2	Plan and implement targeted programs in each semester from the first year onwards to systematically bridge curriculum gaps.	Workshop in Aurdino, and Coding is conducted for the semester gap in 2024 scheme
3	Adopt result-oriented teaching methods with adequate time for revision of contents	Teachers are directed to give importance for revision
4	Promote project-based learning to enhance students' practical skills and improve their employability.	Directed to implement course projects from 1st year onwards and promote work on live projects under association activities
5	Conduct in-house hackathons regularly and encourage student participation in external hackathons	IEDC is entrusted to conduct an inhouse hackathon regularly
6	Preparation for thes new academic year	Subjects are allotted, timetable and academic calendar is prepared
7	CO-PO attainment Calculation	Final CO-PO attainment for 2020 Adm is calculated with the following attainment levels: PO Attainment Target:as 1.75.. Direct to Indirect Attainment Ratio: 80:20 with Components of Direct Attainment Distribution ratio 50:30:20 among internal exams, university exams, and course feedback respectively Target Grade Points for University Exams is set as grade P for Theory and D for Lab
8	Budget reallocation	Budget reallocated according to the priority
9	Status of NBA	1. The SAR for ECE was submitted on 21/07/2025. A dedicated team has been formed to prepare for the NBA visit, with Mr. Nithin T serving as the overall coordinator 2. The visit is proposed to begin on December 12th. 3. A special audit team has been constituted to verify the course files and criteria files of the ECE department as part of the preparations for the NBA visit.

Proceedings:

1. **Welcome:** IQAC coordinator, welcomed all members especially new members to the meeting
2. **Confirmation of Minutes of Last Meeting:** Minutes of IQAC held on 13th June 2025 was presented and approved by the members
3. **Action Taken Status of IQAC meetings :** Principal explained the action taken for the suggestions received after the last meeting .
4. **Result Analysis:** Principal presented the result of 2022 Ad S6 ( ) 2023 Adm S4() and 2024 Adm S2 ()
5. **NBA Accreditation work :** The SAR of ECE is submitted on 21/7/2025 with Mr. Nithin T, Asst Professor Dept of EEE, as Overall NBA Coordinator. A team is formed to make necessary arrangements for Visit
6. Academic Audit: special audit team has been constituted to verify the course files and criteria files of the ECE department as part of the preparations for the NBA visit.

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7. **Vote of Thanks :** The meeting ended at 12.30 with vote of thanks by Ragi R G , Asst. Professor ECE
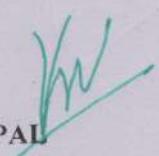
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Actions Taken :

    1.

IQAC COORDINATOR

PRINCIPAL