

## **DCSMAT GROUP OF INSTITUTIONS**

### **MINUTES OF THE IQAC Meeting**

**HELD ON**

**9<sup>th</sup> January 2017 at 11-00 AM in DC Video Conference Hall**

**This meeting was presided over by the Group Director – Brig. M C Ashok Kumar**

The following members of the staff were present:

Sl. No	Name of the IQAC Member	Designation	Signature
1.	Brig. MC Ashok Kumar (Group Director)	Representing Management	
2.	Dr. Kuppachi Sreenivas	IQAC Coordinator	
3.	Prof Deepthi Sankar	Member	
4.	Prof Abila	Member	
5.	Mr. Benny Thomas	Member	
6.	C K Ajay	Member	

**Agenda for the meeting:** Preparation of Plan of Action for 2017-2018

Serial No.	DISCUSSION POINTS	Responsibility
1.	Scheduling of Second Semester classes	AIM C
2.	Organisation Study – Briefing to the students on Selection of Organisation and Preparation of Report	Batch Coordinator Prof. Pramod AIM C
3.	Examination Preparation Counseling for First Semester Students	All faculty
4.	Syllabus Completion and Internal evaluation	All faculty
5.	NAAC – SSR Preparation	NAAC Team

The meeting was concluded at 12-15 PM

Dr. Kuppachi Sreenivas - IQAC Coordinator,  
DCSMAT Institutions