



# VISWAJYOTHI

COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by AICTE New Delhi & Affiliated to APJ Abdul Kalam Technological University

Vazhakulam P.O., Muvattupuzha-686 670, Kerala

Tel: 0485 2262211, 2262255, 9496335522

Email: vjcet@vjcet.org, www.vjcet.ac.in

Established in 2001

Managed by Catholic Diocese Kothamangalam



Reg No .1

Date : 17/03/2016

## Actions taken for the 3<sup>rd</sup> meeting held on 17/03/2016

Reference : VJCET/IQAC - 3

1. The Course Meetings, Committee Meetings and Stream Meetings were conducted as per the University regulations and guidelines issued by the National Board of Accreditation.
2. A model exam was conducted for the first batch of first year KTU students covering the entire syllabus.
3. Attendance monitoring reports were submitted and verified.
4. A Cell for Innovation and Entrepreneurship Development Centre in the institute is put into existence. Faculty members from all departments are included in Industry Institute Interaction Cell for smooth functioning.
5. The Observer System of invigilation for Kerala Technological University examinations started functioning smoothly.
6. For Campus Selection process among students companies of Indo Shell Mould, AI Chips , L&T Valves, Elgi came for interviews in the campus.
7. All the first year students started using the central library taking all the benefits.
8. Advertisements for Summer Internship were from National Institute of Technology and Indian Institute of Technology was circulated among students. The eligible students based on the criteria fixed were permitted to proceed. It was further informed to parents that students were leaving at their own risk.
9. The feedback from all the students was taken at regular intervals of time. Every time it was made sure the things were move clear to the students.
10. Mentoring classes were put into practice and special attention was given to students identified. This was really helpful to the students in relieving stress.
11. The Student Assessment and record monitoring committee gave a proper record regarding the verification of consolidated report.
12. The Auditing for Academic Course File , Lab Files , NBA files were done on time.
13. A conference was conducted as per the suggestion from the management authority. Final year students were made compulsory a part for the conferences.



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14. Cell phone inside the campus was totally banned. The students coming late to the campus were totally punished.

Actions taken for the meeting held on 17/03/2016 is prepared by

**Dr. Anoop C K**  
IQAC Coordinator

