



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 .2

Date : 13/11/2017

Action taken for the 08th meeting held on 13/11/2017

Reference : VJCET/IQAC – 8

1. Project submission for the final year students with journal publication is made desirable. More weightage given to publications, research activities, attending/organizing workshops in Faculty Appraisal System.
2. The works related to NBA process is moving in the proper way.
3. PTA meetings are conducted in every department year wise. Care is taken to see all the Faculty approaching are getting to the chance to meet the faculty.
4. KTU valuation camp is held in a organized manner in the institute.
5. Head of Departments are keeping a note on the subject coverage by all the Faculty members in their concerned department.
6. Improved student learning process is adopted for the welfare of students in connection with academics and developing skills.
7. Time Table is put into practice for conduct of remedial classes and remedial test.
8. Long absenteeism of students identified is brought to the notice of Head of Department and Principal.
9. Course information sheet for newly introduced subjects is prepared in every department. Verification of course file done through Audits in all departments.
10. A meeting was held where members Cultivators, Local farmers participated.



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

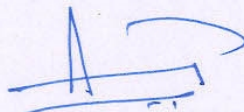
Established in 2001
Managed by Catholic Diocese Kothamangalam



11. The process of KTU and MG Examination for November-December 2017 was conducted in a proper way. Strict actions were taken for students caught in malpractices. Guidelines for conducting KTU examinations were closely followed.
12. The program Assessment Committee meeting and Department Advisory Committee meeting were held in all departments and the participation and views from stakeholders incorporated.
13. The plagiarism check was made mandatory. This helped the faculty members for publishing in a convenient and safe way.
14. Continuous encouragement was given by the Group Tutors for better placement in students. It was evident the students were availing the benefits of placement cell after graduating from the institute.
15. Proper discipline was maintained among students. The discipline committee members along with tutors and HODs were able to maintain good discipline in the campus.
16. Expert lectures and recorded lecture were handed to deserving students to enhance the knowledge and expertise.
17. It was evident feedback systems were benefiting the faculty members.
18. The message from the students was put for consideration to the management representatives.

Action taken for the meeting held on 09/04/2018 is prepared by




Dr. Anoop C K

IQAC Coordinator

NB: Original is kept at Reg no2/Page no 27