MEMBERS ATTENDED (22/12/23)

SL.No	NAME	DESIGNATION	SIGNATURE
1			
2.	Sulaikha. N	Assistant Professor	
3.	Shameem PC	" "	
4.	Deepthi. P	"	
5.	Nasla. K	Assistant Professor	
6	Amalkanth. MR	Assistant professor	
7	Sahal Muhammed Hasham	Assistant Professor	
8	Shijna P K	Assistant Professor	

KMCT INSTITUTE OF EMERGING TECHNOLOGY AND MANAGEMENT

Date: December 22, 2023

Time : 10 AM

AGENDA

- Introspection of one year programme
- Discussion on Guidelines for Academic and Administrative Activities
- Measures to Improve Academic Qualities

MEETING MINUTES

IQAC conducted a meeting of all faculties on December 22 (Friday) 2023, in the Board Room. Principal presided over the meeting and welcomed all attendees.

1. The meeting commenced with a comprehensive introspection of our one year activities and outcome. A collective review was undertaken to identify strengths, weaknesses, opportunities, and challenges to the institution.
2. Discussed the guidelines for both academic and administrative activities in detail.
3. The meeting proceeded with a discussion on diverse measures aimed at enhancing academic qualities. Several strategies were proposed such as faculty development programs, technology integration in teaching methodologies, and initiatives to foster research and innovation.
4. It was emphasized that faculty members should allocate additional time for self development activities ; beneficial for both the faculty and institution

Coordinator

Principal