



Federal Institute of Science and Technology (FISAT)[®]
Internal Quality Assurance Cell (IQAC)

Action Taken Report of IQAC meeting held on 02.05.2025

Resolution	Action Taken
1 / GC-1 / 02.05.2025 to direct the traffic club and anti narcotics club to strengthen their activities.	Initiated the steps to improve the traffic safety of the campus and new traffic regulation is implemented from July 2025 Anti drug oath was taken at institute level in June and anti drug awareness sessions are planned for upcoming academic year in the month of July and August 2025 .
2 / GC-1 / 02.05.2025 to direct the placement cell to strengthen the communication development of students.	Placement cell has initiated the soft skill training for final year student from June 2025 onwards
3 / GC-1 / 02.05.2025 to direct the IIC and IPR cell to take more initiatives to improve their activities on campus.	Activities are planned for upcoming academic year by IIC and IPR cell
4 / GC-1 / 02.05.2025 to encourage all students and faculty members to attend the certification courses offered by NSDC FISAT CFS and include it in the time table for easy implementation.	NSDC courses will start from 14th July 2025.
5 / GC-1 / 02.05.2025 to incorporate the AICTE IDEA Lab into the curriculum of first-year students	Slot for IDEA Lab is included in the first year timetable .
6 / GC-1 / 02.05.2025	At least one FDP is planned for next academic year in each department

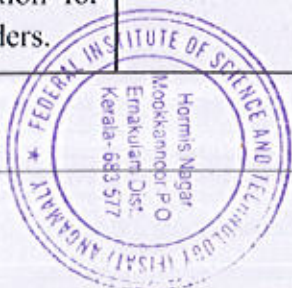




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every department should conduct at least one faculty development programme each academic year.	
7 / GC-1 / 02.05.2025 Providing mentors an overview of the current industry requirement	Initiated this process by placement cell, Completed for CS and EC departments.
8 / GC-1 / 02.05.2025 To achieve 100% internship by encouraging students to undergo internship irrespective of the semester.	Initiated the process of encouraging students to undergo internships by departments.
9 / GC-1 / 02.05.2025 to implement a ticketing system for addressing civil maintenance issues.	Facility is incorporated in HRMS for ticketing civil maintenance issue
10 / GC-1 / 02.05.2025 To improve research outcomes	R&D Cell reconstituted, initiated steps to improve research outcomes. Research is identified as a key area for all departments.
11 / GC-1 / 02.05.2025 NBA & NAAC	Orientation of new SAR is completed at college level in June 2025 and department NBA coordinators are informed to do orientation in each department in July 2025
12 / GC-1 / 02.05.2025 To complete the feedback process from all stakeholders and its analysis by the end of the current academic year.	Feedback process completed.
13 / GC-1 / 02.05.2025 to explore the possibility of developing a mobile application for communicating with stakeholders.	Informed software cell to develop app for communication





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14 / GC-1 / 02.05.2025 To encourage students and faculty members to make effective use of the e-content resources provided through the library, with a concerted effort to improve their utilization.	Library orientation session planned for this academic year in Aug.
15 / GC-1 / 02.05.2025 to direct the office to archive all the notices in the intranet.	Implemented in HRMS





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Action Taken Report of IQAC meeting held on 13.11.2024

Resolution	Action Taken
1 / CC-1 / 13.11.2024 Departmental sessions about Autonomy	Sessions were conducted in all departments to share and discuss about Autonomy and the proposed timeline during the month of November 2024
2 / CC-1 / 13.11.2024 Speed up the NBA accreditation process of MBA and MCA Departments	The pre qualifier of the MCA department could not be submitted since the department was not eligible. Two rounds of review of SAR of the MBA department is completed.
3 / CC-1 / 13.11.2024 AQAR 23-24	AQAR 23-24 was submitted on NAAC Portal on 21-01-2025 and it was approved on 17-02-2025
4 / CC-1 / 13.11.2024 Review of Institute Vision Mission Statements	The departments have submitted the suggestion to Institution Vision and Mission statements. The suggestions are consolidated by IQAC.
5 / CC-1 / 13.11.2024 OBE handbook	The first draft of the OBE handbook has been shared with the departments.
6 / CC-1 / 13.11.2024 Strengthening Internal Audit	All the suggestions by IQAC have been implemented in the Internal Audit conducted during the month of February 2025
7 / CC-1 / 13.11.2024 Guidelines for Add on programs -	A detailed guideline for the conduct of add on programs in departments have been prepared and circulated among the departments.
8 / CC-1 / 13.11.2024 Conduct awareness sessions about industry expectations	The session is planned for the second week of June 2025 before the start of the academic year.



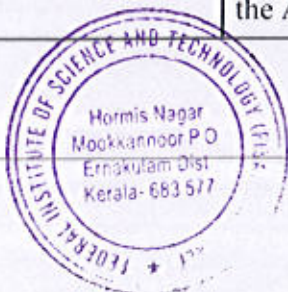
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Action Taken Report of IQAC meeting held on 24.07.2024

Resolution	Action Taken
Resolved [1 / GC-1 / 24.07.2024] NBA preparation of MCA and MBA departments	MCA department is in the process of reviewing the SAR. Two reviews at department level have been completed. MBA department is in the process of reviewing the SAR. One review at department level has been completed.
Resolved [2 / GC-1 / 24.07.2024] Compliance to academic calendar	Compliance has been ensured to the maximum extent possible.
Resolved [3 / GC-1 / 24.07.2024] Status of activities	The status of activities during 23-24 was collected and compiled. The same has been reviewed by the Principal & Chairman and in the Academic council meeting.
Resolved [4 / GC-1 / 24.07.2024] activities for academic year 24-25	The activities for the academic year 24-25 have been collected and compiled and uploaded in Google calendar.
Resolved [5 / GC-1 / 24.07.2024] Monthly activity calendar	Google calendar was prepared with all the activities proposed during the year 24-25. Monthly activities can be obtained from the calendar.
Resolved [6 / GC-1 / 24.07.2024] OBE review	OBE review has been completed. The handbook will be presented in the next QAC meeting for approval.
Resolved [7 / GC-1 / 24.07.2024] strategies for improving academic performance	The function of APMC has been strengthened. Students are categories based on the academic performance and individual follow up was conducted. Parents of students whose performance was found to be poor have been personally counselled. This exercise was conducted for students from all years.
Resolved [8 / GC-1 / 24.07.2024] Targets for academic performance	Targets for academic performance for all departments were set based on the present status of results and in consultation with the HoDs. The same has been conveyed through the meeting of the Academic Council.



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Resolved [9 / GC-1 / 24.07.2024] Initiate the NBA re accreditation process	All Hods were informed to initiate the preparations for the re-accreditation of all programs. All documents in the departments are to be updated.
Resolved [10 / GC-1 / 24.07.2024] Availability of fans in classrooms	The feasibility of fixing additional fans has been conducted. Actions are initiated to install additional fans in the classrooms in the topmost floor of all academic blocks.
Resolved [11 / GC-1 / 24.07.2024] Purchase during the last month of financial year	Circular has been issued instructing all stakeholders to complete any purchases of a financial year before 15 Feb of that financial year.
Resolved [12 / GC-1 / 24.07.2024] Student projects for Panchayath	Not materialised as of now. Further discussions will be carried out to explore the possibility of doing projects for Mookkannoor Grama Panchayath.
Resolved [13 / GC-1 / 24.07.2024] Industry expectation programs during placement training	Sessions on industry expectations have been included in the placement training of the final year students.
Resolved [14 / GC-1 / 24.07.2024] Alumni meet as dept level	Alumni meet at department level has been scheduled for all departments. The alumni meet of the MBA, EEE & CSE departments has been completed. Alumni Meetings in all other departments have been scheduled.
Resolved [15 / GC-1 / 24.07.2024] placement advisory committee	Placement advisory committee has been constituted with industry and alumni members.
Resolved [16 / GC-1 / 24.07.2024] Committee for monitoring food quality	A committee has been formed to monitor the quality of food in the hostels. Monthly visits are conducted to ensure the quality. Dr. Sundarajan is in charge of Men's hostel mess and Dr. Deepa Mary Mathews is in charge of the Ladies hostel mess.
Resolved [17 / GC-1 / 24.07.2024] Rush in canteen	Steps are taken to alleviate rush during lunch hours and are found effective.
Resolved [18 / GC-1 / 24.07.2024] Mock interviews for students	Mock interviews were conducted by the departments for students attending placement.



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