



**APJ Abdul Kalam Technological University**  
**CET Campus, Thiruvananthapuram**  
**Kerala -695016**  
**India**

**Monthly Report for the Month of September 2019 - 2020**

Institution	<b>MET'S SCHOOL OF ENGINEERING, MALA</b>
Semester Type	<b>Odd</b>
Name of Principal	<b>Dr P SURESH VENUGOPAL</b>
Name of IAC Coordinator	<b>Prof Ramesh K N</b>
No of Faculty Members	<b>140</b>
No of Faculty Members (with B.Tech alone)	<b>0</b>
No of Faculty Members (with Ph.D)	<b>8</b>
Academic Year	<b>2019 - 2020</b>

**M.Tech**

**Basic Details**

No of Instruction Days as per Univ Calendar (In the month)	<b>30</b>
No of Actual Instruction Days (In the Month)	<b>17</b>
No of Instruction Days as per Univ Calendar (Semester Cumulative)	<b>61</b>
No of Actual Instruction Days (Semester Cumulative)	<b>34</b>
Reason for difference in no of Instruction Days	<b>HOLIDAYS</b>

**Major Activities**

<b>Event Name</b>	<b>From Date</b>	<b>To Date</b>
Test 1 to be completed	23/09/2019	23/09/2019

**College Committee Meetings**

<b>Committee Name</b>	<b>Branch</b>	<b>Semester</b>	<b>Course</b>	<b>No of Attendees</b>	<b>Major Decision</b>	<b>Date</b>
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Internal Audit Committee				7	DECIDED TO RECONSTITUTE IAC AS IQAC As per audit manual 2019	20/09/2019
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## B.Tech

### Basic Details

No of Instruction Days as per Univ Calendar (In the month)	<b>30</b>
No of Actual Instruction Days (In the Month)	<b>17</b>
No of Instruction Days as per Univ Calendar (Semester Cumulative)	<b>61</b>
No of Actual Instruction Days (Semester Cumulative)	<b>41</b>
Reason for difference in no of Instruction Days	<b>Holidays</b>

### Major Activities

<b>Event Name</b>	<b>From Date</b>	<b>To Date</b>
Test 1 to be completed	23/09/2019	23/09/2019

### College Committee Meetings

<b>Committee Name</b>	<b>Branch</b>	<b>Semester</b>	<b>Course</b>	<b>No of Attendees</b>	<b>Major Decision</b>	<b>Date</b>
Internal Audit Committee				7	Decided to reconstitute IAC as IQAC as per audit manual 2019	20/09/2019



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**Monthly Report for the Month of August 2019 - 2020**

Institution	<b>MET'S SCHOOL OF ENGINEERING, MALA</b>
Semester Type	<b>Odd</b>
Name of Principal	<b>Dr P SURESH VENUGOPAL</b>
Name of IAC Coordinator	<b>Prof Ramesh K N</b>
No of Faculty Members	<b>136</b>
No of Faculty Members (with B.Tech alone)	<b>0</b>
No of Faculty Members (with Ph.D)	<b>7</b>
Academic Year	<b>2019 - 2020</b>

**M.Tech**

**Basic Details**

No of Instruction Days as per Univ Calendar (In the month)	<b>31</b>
No of Actual Instruction Days (In the Month)	<b>17</b>
No of Instruction Days as per Univ Calendar (Semester Cumulative)	<b>20</b>
No of Actual Instruction Days (Semester Cumulative)	<b>17</b>
Reason for difference in no of Instruction Days	<b>holidays</b>

**Major Activities**

<b>Event Name</b>	<b>From Date</b>	<b>To Date</b>
Commencement of Classes	01/08/2019	01/08/2019
Class committee meeting	14/08/2019	19/08/2019

**College Committee Meetings**

<b>Committee Name</b>	<b>Branch</b>	<b>Semester</b>	<b>Course</b>	<b>No of Attendees</b>	<b>Major Decision</b>	<b>Date</b>
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Grievance and Appeals Committee				4	Running of College bus to AmballurCanteen contract renewal	05/08/2019
Student's Welfare Committee				4	Recommended to start additional store/Photo copier shop	05/08/2019
Disciplinary Action Committee				6	to control late arrival of Students.Wearing of Uniform and Id	05/08/2019
Internal Audit Committee				6	Instructed to stick on to lesson plan for portion covereddecided to conduct internal audit after publishing of series test 1 marks	05/08/2019

## B.Tech

### Basic Details

No of Instruction Days as per Univ Calendar (In the month)	<b>31</b>
No of Actual Instruction Days (In the Month)	<b>17</b>
No of Instruction Days as per Univ Calendar (Semester Cumulative)	<b>20</b>
No of Actual Instruction Days (Semester Cumulative)	<b>24</b>
Reason for difference in no of Instruction Days	<b>Holidays</b>

### Major Activities

Event Name	From Date	To Date
Commencement of Classes	01/08/2019	01/08/2019
Orientation Programme	01/08/2019	09/08/2019
Class committee meeting	14/08/2019	19/08/2019
Course Committee Meeting	14/08/2019	19/08/2019

### College Committee Meetings

Committee Name	Branch	Semester	Course	No of Attendees	Major Decision	Date
Grievance and Appeals Committee				4	Running of College bus to AmballurRenewal of canteen contract	05/08/2019

Student's Welfare Committee				4	Recommended to start additional store/Photocopier Shop	05/08/2019
Disciplinary Action Committee				6	To Control late arrival of Students Wearing of Uniform and ID	05/08/2019
Internal Audit Committee				6	Instructed staff to stick on lesson plan for portion coverage. Decided to conduct internal audit after the publishing of series test 1 marks.	05/08/2019



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**Monthly Report for the Month of July 2019 - 2020**

Institution	<b>MET'S SCHOOL OF ENGINEERING, MALA</b>
Semester Type	<b>Odd</b>
Name of Principal	<b>Dr P SURESH VENUGOPAL</b>
Name of IAC Coordinator	<b>Prof Ramesh K N</b>
No of Faculty Members	<b>136</b>
No of Faculty Members (with B.Tech alone)	<b>0</b>
No of Faculty Members (with Ph.D)	<b>7</b>
Academic Year	<b>2019 - 2020</b>

## **M.Tech**

### **Basic Details**

No of Instruction Days as per Univ Calendar (In the month)	<b>31</b>
No of Actual Instruction Days (In the Month)	<b>0</b>
No of Instruction Days as per Univ Calendar (Semester Cumulative)	<b>31</b>
No of Actual Instruction Days (Semester Cumulative)	<b>0</b>
Reason for difference in no of Instruction Days	<b>no class</b>

## **B.Tech**

### **Basic Details**

No of Instruction Days as per Univ Calendar (In the month)	<b>31</b>
No of Actual Instruction Days (In the Month)	<b>7</b>
No of Instruction Days as per Univ Calendar (Semester Cumulative)	<b>31</b>
No of Actual Instruction Days (Semester Cumulative)	<b>7</b>

Reason for difference in no of Instruction Days

**classes started on on 22nd july 2019 for S1 students**