

	Mar Baselios Christian College of Engineering and Technology Kuttikanam, Peermade – 685531	Format No.	GOV : D3.5
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Minutes of Meeting

Academic Year : 2022-2023		Date: 29/11/2022	
Name of Facilitator: IIIC Coordinator		Time: 12:45 pm	
Meeting type: Scheduled		Venue: Civil department	
Name of the Attendees	Sign	Name of the Attendees	Sign
Prof. Ardra Jayachandran S			
Prof. Resmara S			
Prof. Owsu Kurien			
Prof. Anju Rachel Oommen			
Prof. Amjad Siyad			
Prof. Detty Panicker			
AGENDA			
1. Passing of minutes of previous meeting		2. IIIC next meeting schedule	
3. Immediate plan of IIIC			
DISCUSSIONS & DECISIONS			
1.	Minutes of meeting held on 07/11/2022 was read by the Prof. Ardra Jayachandran S and the members passed the minutes without any correction.		
2.	Discussed about the technical treasure hunt and technical talk on 3ds max conducted on 15/11/2022		
3	Prof. Owsu Kurien of civil department came up with a plan of conducting one day workshop on total station after the first meeting and got approval from all staffs of IIIC. The workshop is scheduled on 15 th December 2022		
4	Next meeting of IIIC is scheduled on 9 th December 2022		
Minutes prepared by Prof. Ardra Jayachandran S Minutes verified by Prof. Owsu Kurien			



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