



Indian Institute of Space Science and Technology

Internal Meeting minutes

IQAC/M/2023-4

Agenda:SSR Preparation

Date & Time :2/1/2024 ; 10 am

Location:Research lab,DI IIST

Attendees: Dr Kuruvilla Joseph, Dr Chris Prema, Dr Gigy J. Alex, Dr Gomathi N,Dr C V Anilkumar,Dr Subrahmanian Moosath K.S, Dr Sam Noble, Dr.Lekshmi V. Nair, Dr.Sheeba Rani J, Smt. K. R. Bindya, Dr.Kaushik Mukherjee, Dr.Nirmala Rachel James, Smt. Cimy Asaf

TOPIC: CRITERIA 3

Presenter: Dr.Nirmala Rachel James

Decision:

- Supporting documents to be completed.
- CSIR students Offer letter to be collected.

Action : Academics/Recruitment

TOPIC: CRITERIA 7

Presenter: Dr.Sheeba Rani J

Decision:

- Bills have to be provided by CMD (**pending**)
- Solid waste management write up, Sewage treatment-Geotagged Photographs have to be collected.(**pending**)
- Professional ethics for staffs: include induction programs, NBA, NIRF in the writeup (**pending**)
- Best Practices-Data from AQAR report may be taken also include Hands on experiments to students in the writeup, Hybrid Rocket experiment, Outreach activities like iist@school, YNN, Astronomy school.

Action: Dr.Sheeba Rani J

- E-waste management-Buy Back policy has to be initiated. (**pending**)

Action:Shri Rakesh Menon

Prepared by:Diya U Pradeep
Data Processing Assistant
(IQAC)

Verified by:Associate Co-ordinator
(IQAC)

Approved by:Co-ordinator
(IQAC)

प्रोफ. कुरुविला जोसफ/Prof. Kuruvilla Joseph
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