




NEHRU COLLEGE OF ENGINEERING AND RESEARCH CENTRE
(NAAC 'A' Accredited & ISO 9001:2015 Certified Institution)
(Approved by AICTE, Affiliated to APJ Abdul Kalam Technological University, Kerala)



6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

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Nehru College of Engineering and
Research Centre (Autonomous)
Nila Gardens, Pampady
Thiruvilwamala, Thrissur - 680588



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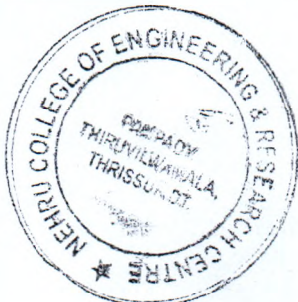


(NAAC 'A' ACCREDITED)

NILA GARDENS, PAMPADY, THIRUVILWAMALA, THRISSUR DIST - 680 588

Composition of IQAC for the Academic Year 2022-2023

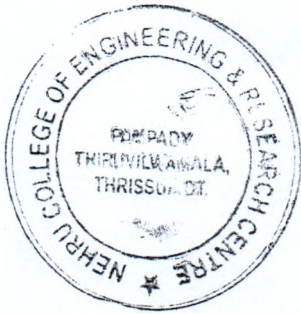
Sl.No.	Name	Designation	IQAC Member
1	Prof.(Dr.)Ambikadevi Amma T	Principal, NCERC	Chair Person
2	Dr.Sobha Manakkal	HoD,EEE Department	IQAC Director
3	Mr.David E	Asst. Professor,EEE Department	IQAC Coordinator
4	Mr.M.Srinivas	Administrative Manager	Management Representative
5	Mr.R.Ambikadas	Academic Superintendent, NCERC	Senior Administrative Officer
6	Mr.Vipin K M	Asst.Professor,CSE Department	Faculty Nominee
7	Ms.Sajitha A S	Asst.Professor,ECE Department	Faculty Nominee
8	Mr.Maheswaran K	Asst.Professor,EEE Department	Faculty Nominee
9	Mr.Sabarish C S	Asst.Professor,ME Department	Faculty Nominee
10	Mr. Midhun Raj P K	Asst.Professor,MT Department	Faculty Nominee
11	Dr. N Shankar	Professor, MBA Department	Faculty Nominee
12	Ms.Deepa A	Asst.Professor, MCA Department	Faculty Nominee
13	Ms.Thushara K M	Asst.Professor, Applied Science	Faculty Nominee
14	Mr.Ragesh P R	2002-06 Batch Mechanical Engg Student	Alumni Nominee
15	Ms.Vini Unnikrishnan	Ward Member, Thiruvilwamala	Local Society Nominee
16	Mr. Hari S	Head, ETA Infosys Mysore	Industry Nominee



Principal
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17	Mr. P Sivanandan	CEO, Society of Energy Engineers and Managers(SEEM) Kerala Chapter.	Industry Nominee
18	Ms.Ambika S	3 rd year- ECE	Stake holder Nominee (Student)
19	Mr.Santhosh K	F/o Mr. Alok Cheruvathur Unni (1 st year - EEE)	Stake holder Nominee (Parent)



IQAC Director





Principal
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 Nehru College of
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 Pampady, Thiruvilwamala, Thrissur Dt
 Pin - 680 597, Kerala




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**NEHRU COLLEGE OF ENGINEERING AND
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INTERNAL QUALITY ASSURANCE CELL (IQAC)**



To

All members of IQAC

Dear Sir/Madam,


Sub: Call for 32nd meeting of IQAC NCERC reg:

The next meeting (32nd) of IQAC is scheduled on **16th August-2022 at 3p.m. at Board Room, Aryabhata Block.** As a member of the IQAC you are cordially invited to attend the meeting and participate in the deliberations.

Agenda

1. Discussion on action points arising out of the previous meeting
2. Introduction of New UG program- preparedness for inspections
3. Preparedness for commencement of classes – Academic Yr.2022-23
4. AQAR submission – further suggestions
5. Internal Audit –ODD semester 2022-23
6. National /International conference- Academic yr.2022-23 preparations
7. Research & Development activities –
8. KTU – funded seminars
9. Seminar – NAAC funded
10. Any other matter with the permission of the chair.


IQAC DIRECTOR


11/08/22
PRINCIPAL

PS: email IDs: iqac@ncerc.ac.in

Copy to all members




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INTERNAL QUALITY ASSURANCE CELL –NCERC



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL 32nd (IQAC) MEETING AC.YR.2022-23

Agenda-

1. Discussion on action points arising out of the previous meeting
2. Introduction of New UG program- preparedness for inspections
3. Preparedness for commencement of classes – Academic Yr.2022-23
4. AQAR submission – further suggestions
5. Internal Audit –ODD semester 2022-23
6. National /International conference- Academic yr.2022-23 preparations
7. Research & Development activities.
8. KTU – funded seminars
9. Seminar – NAAC funded
10. Any other matter with the permission of the chair.

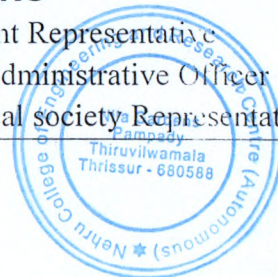
Board Room, Aryabhata

Date:16th August 2022

Time – 11:30AM

IQAC Members

- | | |
|--|--|
| 1. Prof.(Dr.)Ambikadevi Amma T-Chairperson IQAC | 10. Ms.Deepa A-Member Internal |
| 2. Dr.Sobha Manakkal-Director IQAC | 11. Dr.N Shankar- Member Internal |
| 3. Mr.David E-Cordinator IQAC | 12. Mr.Vipin K M-Member Internal |
| 4. Mr.M.Srinivas-Management Representative | 13. Mr.Santhosh K-Parent Representative |
| 5. Mr.R.Ambikadas-Senior Administrative Officer | 14. Mr.P Sivanandan- Industry Representative |
| 6. Ms.Vini Unnikrishnan-Local society Representative | 15. Ms.Ambika S-Member student |



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INTERNAL QUALITY ASSURANCE CELL –NCERC

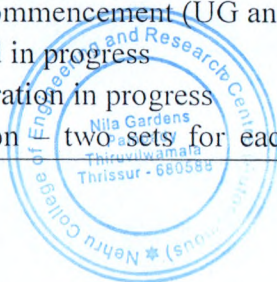


<p>7. Mr.Ragesh P R-Alumni Representative</p> <p>8. Mr.P Sivanandan-Professional Body Representative</p> <p>9. Mr. Hari S-Industry Representative</p>	<p>16. Mr.Sabarish C S -Member Internal</p> <p>17. Mr.Maheswaran K-Member Internal</p> <p>18. Ms.Sajitha A S-Member Internal</p> <p>19. Ms.Thushara K M -Member Internal</p>
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The meeting began at 11:30am. Principal welcomed all the members of IQAC and the new members were introduced before the committee. She requested Dr.Sobha Manakkal, Director IQAC to go ahead with the proceedings

Director IQAC started the presentation by listing the action taken report (ATR) of previous meeting. The minutes and ATR of previous meeting was passed

Sl.no	Item	Action by	Target date
1.	Meeting reviewed the preparations made by the college for the newly introduced UG program in the department of CS. - Artificial Intelligence and Machine Learning. The arrangements for AICTE/KTU inspections are to be made	IQAC	August/September 2022
2.	Meeting reviewed the faculty appointments needed for the newly introduced program and was found appropriate	For information	-
3.	Meeting reviewed the preparations for the forthcoming ODD semester and the dates for class commencement (UG and PG). <ul style="list-style-type: none"> i. Timetable work was found in progress ii. Academic Calendar preparation in progress iii. Question paper preparation two sets for each internal 	<div style="text-align: center; color: green; font-size: 2em; font-weight: bold;">13 ✓</div> PRINCIPAL Nehru College of Engineering and Research Centre Nila Gardens, Thiruvilwamala, Thrissur - 680588 <ul style="list-style-type: none"> i. Timetable committee ii. Principal's Office iii. Faculty members 	<ul style="list-style-type: none"> i. August 25th 2022 ii. Sept.12th 2022 iii. Sept. 20th 2022



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	examination		
4.	Principal informed faculty team to ensure timely submission of question papers from their departments for better scrutiny.. The format need to be changed accordingly	IQAC	Immediate
	Question papers should be prepared as per university norms and as prescribed by the syllabus		
5.	The results of NBA inspection were announced in the meeting. UG programs (Computer Science and Mechatronics)-Accredited for three years -(Academic years 2022-2023 to 2024-2025)-up to 30-06-2025	For information	-
6.	IQAC reviewed the results of NBA Inspection and marks allotted for each department criteria wise. It was decided to have more emphasis on academic results, research and consultation for improving the programs	Departments/IQAC	As needed
7.	Decided the dates for Internal audit – ODD semester 2022-23 as i. First internal Audit – November 7 th -10 th -2022 ii. Second Internal audit – December 16 th -18 th 2022	IQAC	i. November 7 th -10 th ii. December 16 th -18 th
8.	Reviewed the status of conferences 2022-23 and finalized the dates i. National Conference – November 24 th -25 th 2022	13 PRINCIPAL Nehru College of Engineering and Research Centre (Autonomous) Nila Gardens, Pampady Thiruvilwamala, Thrissur - 689588	As needed



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	ii. International Conference –May 25 th -26 th 2023	ii. ME(With support from MTR)	
9.	Reviewed the status of KTU funded FDP for 2022-23 i. Recent Trends of AI in Biomedical Engineering ii. Social Entrepreneurship Management iii. Innovative Facets of Internet of things(IoT) iv. IoT Applications in smart grids	i. Prof. Neethu.M.-MTR dept. ii. Dr.R.Suriakala-MBA dept iii. Prof.P.Rajkumar –EC dept iv. Dr.Sobha Manakkal(EC dept)	Approved – Dates to be finalized To be conducted on or before April 30 th 2023
10	Reviewed the status of NAAC funded FDP for 2022-23 Role and Reach of National Educational Policy (NEP) – 2020 in Technical Education-approved by NAAC	IQAC	December 15 th 2022
11	Reviewed the status of AQAR submission –	IQAC/NAAC coordinators	Ready for submission August 31 st 2022
12	Suggested to introduce the SEED money scheme for Under graduate projects. Proposal to be submitted through Research wing.	IQAC/Research wing	September 12 th 2022
MEETING CONCLUDED WITH THE THANKS GIVING FROM IQAC COORDINATOR			


IQAC DIRECTOR




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Thiruvilwamala, Thrissur - 680558


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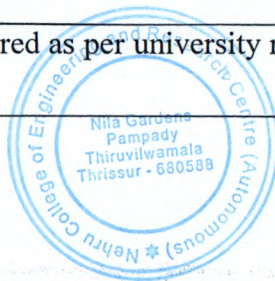
INTERNAL QUALITY ASSURANCE CELL –NCERC



ACTION TAKEN REPORT OF THE IQAC MEETING NO 32 HELD ON 16TH AUGUST 2022

(APPROVED IN THE MEETING HELD ON 2nd NOVEMBER 2022)

Sl.no	Item	Action by	Action taken	Remarks
1.	Meeting reviewed the preparations made by the college for the newly introduced UG program in the department of CS. - Artificial Intelligence and Machine Learning. The arrangements for AICTE/KTU inspections are to be made	IQAC	All arrangements completed and classes commenced as scheduled	Completed
2.	Meeting reviewed the faculty appointments needed for the newly introduced program and was found appropriate	Administration	Faculty appointed as needed	Completed
3.	Meeting reviewed the preparations for the forthcoming ODD semester and the dates for class commencement (UG and PG). i. Timetable work was found in progress ii. Academic Calendar preparation in progress iii. Question paper preparation – two sets for each internal examination	Timetable committee / Principal Office / Faculty members	Completed all preparations in time	Completed
4.	Principal informed faculty team to ensure timely submission of question papers from their departments for better scrutiny. The format needs to be changed accordingly.	IQAC	Scrutiny format changed and scrutiny completed	Completed
	Question papers should be prepared as per university norms and			




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	as prescribed by the syllabus.			
5.	The results of NBA inspection were announced in the meeting. UG programs (Computer Science and Mechatronics)- Accredited for three years -(Academic years 2022-2023 to 2024-2025)-up to 30-06-2025.	For information	-	-
6.	IQAC reviewed the results of NBA Inspection and marks allotted for each department criteria wise. It was decided to have more emphasis on academic results, research and consultation for improving the programs.	Departments/IQAC	Internal audit formats changed to comply with NBA requirements	Completed
7.	Decided the dates for Internal audit – ODD semester 2022-23 as i. First internal Audit – November 7 th -10 th -2022 ii. Second Internal audit – December 16 th -18 th 2022	IQAC	Completed as scheduled	Completed
8.	Reviewed the status of conferences 2022-23and finalized the dates i. National Conference – November -24 th -25 th 2022 ii. International Conference –May 25 th -26 th 2023	ECE (with support from CSE) ME(With support from MTR)	Work in progress	In progress



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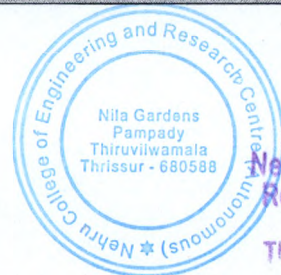



9.	Reviewed the status of KTU funded FDP for 2022-23 i. Recent Trends of AI in Biomedical Engineering ii. Social Entrepreneurship Management iii. Innovative Facts of Internet of things (IoT) iv. IoT Applications in smart grids	Prof. Neethu.M.-MTR dept. Dr.R.Suriakala-MBA dept Prof.P.Rajkumar –ECE dept Dr.SobhaManakkal (EEE)	Approved – Dates to be finalized To be conducted on or before April 30 th 2023	Works in progress
10.	Reviewed the status of NAAC funded FDP for 2022-23 Role and Reach of National Educational Policy (NEP) – 2020 in Technical Education-approved by NAAC	IQAC	December 15 th 2022	Preparations completed
11.	Reviewed the status of AQAR submission – AQAR2020-21	IQAC/NAAC coordinators	Ready for submission August 31 st 2022	Submission date extended by NAAC
12.	Suggested to introduce the SEED money scheme for Under graduate projects. Proposal to be submitted through Research wing.	IQAC/Research wing	September 12 th 2022	Pending

PREPARED BY DIRECTOR IQAC NCERC

APPROVED BY PRINCIPAL NCERC


IQAC DIRECTOR




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INTERNAL QUALITY ASSURANCE CELL (IQAC)**



To

All members of IQAC

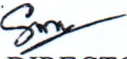
Dear Sir/Madam,

Sub: Call for 33rd meeting of IQAC NCERC reg:

The next meeting (33rd) of IQAC is scheduled on **2nd November-2022 at 2p.m. at Board Room, Aryabhata Block.** As a member of the IQAC you are cordially invited to attend the meeting and participate in the deliberations.

Agenda

1. Discussion on action points arising out of the previous meeting
2. AQAR submission 20-21 & 21-22- status
3. KTU Audit (External)-ODD semester 2022-23
4. National /International conference- Academic yr.2022-23 preparations
5. KTU – funded seminars
6. Seminar – NAAC funded
7. Application for Academic Autonomy status
8. Any other matter with the permission of the chair.



IQAC DIRECTOR


PRINCIPAL

PS: email IDs: iqac@ncerc.ac.in

Copy to all members




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INTERNAL QUALITY ASSURANCE CELL –NCERC



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL 33rd (IQAC) MEETING AC.YR.2022-23

Agenda-

1. Discussion on action points arising out of the previous meeting
2. AQAR submission 20-21 & 21-22– status
3. KTU Audit (External)–ODD semester 2022-23
4. National/International conference- Academic yr.2022-23 preparations
5. KTU – funded seminars
6. Seminar – NAAC funded
7. Application for Academic Autonomy status
8. Any other matter with the permission of the chair.

Board Room, Aryabhata

Date:2nd November 2022

Time – 2:00PM

IQAC Members

- | | |
|--|---|
| 1. Prof.(Dr.)Ambikadevi Amma T-Chairperson IQAC | 10. Ms.Deepa A-Member Internal |
| 2. Dr.Sobha Manakkal-Director IQAC | 11. Dr.N Shankar- Member Internal |
| 3. Mr.David E-Coo rdinator IQAC | 12. Mr.Vipin K M-Member Internal |
| 4. Mr.M.Srinivas-Management Representative | 13. Mr.Santhosh K-Parent Representative |
| 5. Mr.R.Ambikadas-Senior Administrative Officer | 14. Mr.Midhunraj P K-Member Internal |
| 6. Ms.Vini Unnikrishnan-Local society Representative | 15. Ms.Ambika S-Member student |
| 7. Mr.Ragesh P R-Alumni Representative | 16. Mr.Sabarish C S-Member Internal |
| 8. Mr.P Sivanandan-Professional Body Representative | 17. Mr.Maheswaran K-Member Internal |



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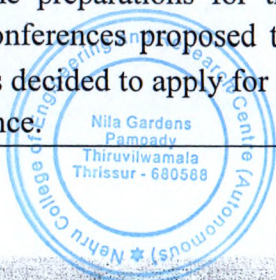
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INTERNAL QUALITY ASSURANCE CELL - NCERC



9. Mr. Hari S-Industry Representative		18. Ms.Sajitha A S-Member Internal	
		19. Ms.Thushara K M -Member Internal	
The meeting began at 2p.m.. Principal welcomed all the members of IQAC and the new members were introduced before the committee. She requested Dr.Sobha Manakkal, Director IQAC to go ahead with the proceedings			
Director IQAC started the presentation by listing the action taken report (ATR) of previous meeting. The minutes and ATR of previous meeting was passed			
Sl.no	Item	Action by	Target date
1.	Meeting reviewed the preparations made by the college for the submission of AQAR 20-21 and 21-22. It was observed that the AQAR 20-21 preparation has been completed and under review by the Principal.	IQAC	November 2022
	The team for AQAR 21-22 was decided to be formulated and concerned members to be informed.	Principal's office	
2.	Meeting reviewed internal academic reports and the readiness for forthcoming KTU academic audit. Preparations were found to be adequate. Updating of all documents to be continued by departments.	HoD's & faculty, Principals Office, Administration	November 10 th -
3.	Meeting reviewed the preparations for the National level and international level conferences proposed to be conducted in the academic year. It was decided to apply for AICTE funding for the international conference.	IQAC/Dr.Gireesh -HoD Mechanical	November



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	i. National Conference – November -24th -25th 2022 ii. International Conference –May 25th -26th 2023		
4.	Meeting evaluated the status of conduct of KTU sponsored faculty development programs. It was decided to conduct the same in the month of January so as to ensure maximum faculty participation. It was decided that resource persons are to be finalized and maximum publicity has to be given	FDP coordinators	January 2023
5.	IQAC director informed that the NAAC funded one day national seminar preparations are in progress and the resource persons have been finalized. It was also decided that the program will be in hybrid mode to ensure better involvement from participants	For information	December 14 th -
6.	IQAC reviewed the status of application for the academic autonomy for the Institution. It was decided that all committee formation and other preliminary works related to the autonomous functioning are to be in place	Departments/IQAC	As needed

MEETING CONCLUDED WITH THE THANKS GIVING FROM IQAC COORDINATOR

[Signature]

IQAC DIRECTOR



[Signature]

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Nile Gardens, Pampady
Thiruvilwamala, Thrissur - 680588

[Signature]

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INTERNAL QUALITY ASSURANCE CELL - NCERC



ACTION TAKEN REPORT OF THE IQAC MEETING NO 33 HELD ON 2nd NOVEMBER 2022

(APPROVED IN THE MEETING HELD ON 12th January-2023)

Sl.no	Item	Action by	Action Taken	Remarks
1.	Meeting reviewed the preparations made by the college for the submission of AQAR 20-21 and 21-22. It was observed that the AQAR 20-21 preparation has been completed and under review by the Principal.	IQAC	Submission to be done by December 31 st	Pending -Nil-
	The team for AQAR 21-22 was decided to be formulated and concerned members to be informed.	Principal's office	Team formulated	
2.	Meeting reviewed internal academic reports and the readiness for forthcoming KTU academic audit. Preparations were found to be adequate. Updating of all documents to be continued by departments.	HoD's & faculty, Principals Office, Administration	Internal audit conducted and found in compliance with requirements	KTU audit expected in November 2022
3.	Meeting reviewed the preparations for the National level and international level conferences proposed to be conducted in the academic year. It was decided to apply for AICTE funding for the international conference	IQAC/Dr.Gireesh -HoD Mechanical	National conference preparations completed.	Pending -Nil
	i. National Conference - November -24th -25th 2022 ii. International Conference -May 25th -26th 2023		International conference - applying for AICTE funds	



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4.	Meeting evaluated the status of conduct of KTU sponsored faculty development programs. It was decided to conduct the same in the month of January so as to ensure maximum faculty participation. It was decided that resource persons are to be finalized and maximum publicity has to be given.	FDP coordinators	Preparations completed	Proposed in the month of January-February
5.	IQAC director informed that the NAAC funded one day national seminar preparations are in progress and the resource persons have been finalized. It was also decided that the program will be in hybrid mode to ensure better involvement from participants.	For information	December 14 th -	Preparations completed
6.	IQAC reviewed the status of application for the academic autonomy for the Institution. It was decided that all committee formation and other preliminary works related to the autonomous functioning are to be in place.	Departments/IQAC	As needed	In progress
PREPARED BY DIRECTOR IQAC NCERC				
APPROVED BY PRINCIPAL NCERC				


IQAC DIRECTOR




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INTERNAL QUALITY ASSURANCE CELL (IQAC)**



To

All members of IQAC

Dear Sir/Madam,

Sub: Call for 34th meeting of IQAC NCERC reg:

The next meeting (34th) of IQAC is scheduled on **12th January-2023 at 3p.m. at Board Room, Aryabhata Block.** As a member of the IQAC you are cordially invited to attend the meeting and participate in the deliberations.

Agenda

1. Discussion on action points arising out of the previous meeting
2. AQAR submission 20-21 & 21-22- status
3. NIRF submission -2023
4. KTU Audit (External)-ODD semester 2022-23
5. National /International conference- Academic yr.2022-23 preparations
6. KTU – funded seminars
7. Seminar – NAAC funded
8. Application for Academic Autonomy status
9. Any other matter with the permission of the chair.



IQAC DIRECTOR


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PS: email IDs: iqac@ncerc.ac.in

Copy to all members




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MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL 34th (IQAC) MEETING AC.YR.2022-23

Agenda–

1. Discussion on action points arising out of the previous meeting
2. AQAR submission 20-21 & 21-22– status
3. NIRF submission -2023
4. KTU Audit (External)–ODD semester 2022-23
5. National/International conference- Academic yr.2022-23 preparations
6. KTU – funded seminars
7. Seminar – NAAC funded
8. Application for Academic Autonomy status
9. Any other matter with the permission of the chair.

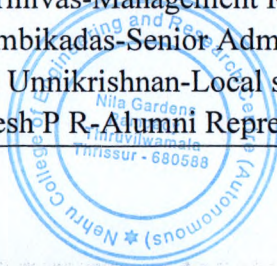
Board Room, Aryabhata

Date:12th January-2023

Time – 3p.m

IQAC Members

- | | |
|--|---|
| 1. Prof.(Dr.)Ambikadevi Amma T-Chairperson IQAC | 10. Ms.Deepa A-Member Internal |
| 2. Dr.Sobha Manakkal-Director IQAC | 11. Dr.N Shankar- Member Internal |
| 3. Mr.David E-Coordinator IQAC | 12. Mr.Vipin K M-Member Internal |
| 4. Mr.M.Srinivas-Management Representative | 13. Mr.Santhosh K-Parent Representative |
| 5. Mr.R.Ambikadas-Senior Administrative Officer | 14. Mr.Midhunraj P K-Member Internal |
| 6. Ms.Vini Unnikrishnan-Local society Representative | 15. Ms.Ambika S-Member student |
| 7. Mr.Ragesh P R-Alumni Representative | 16. Mr.Sabarish C S-Member Internal |



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8. Mr.P Sivanandan-Professional Body Representative

9. Mr. Hari S-Industry Representative

17. Mr.Maheswaran K-Member Internal

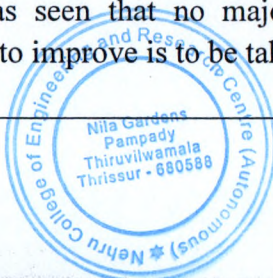
18. Ms.Sajitha A S-Member Internal

19. Ms.Thushara K M -Member Internal

The meeting began at 3p.m.. Principal welcomed all the members of IQAC and the new members were introduced before the committee. She requested Dr.Sobha Manakkal, Director IQAC to go ahead with the proceedings

Director IQAC started the presentation by listing the action taken report (ATR) of previous meeting. The minutes and ATR of previous meeting was passed

Sl.no	Item	Action by	Target date
1.	Meeting reviewed status of submission of AQAR 20-21 and 21-22. AQAR 20-21 has been successfully submitted. DVV if any is to be replied in time	IQAC/NAAC coordinator	As needed
	The team for AQAR 21-22 is formulated and concerned members started the works.	NAAC team	February 13 th
2.	Meeting reviewed the status of NIRF -2023 submission. Announced as ready for submission.	IQAC	January 13 th
3.	Meeting reviewed the feedback and comments from KTU external audit. It was seen that no major defects are noted. However, suggestions to improve is to be taken care off.	All departments / administration	Immediate



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4.	Meeting reviewed the conduct of National and International conferences. National conference was reported to be completed successfully. The funding request to AICTE for International conference successfully submitted., Coordinator to follow-up.	Dr.Gireesh, ME HoD	May 2023
5.	Meeting evaluated the status of conduct of KTU sponsored faculty development programs. MBA dept was found to completed successfully and EEE scheduled from January 16 th onwards. MTR in the last week of January. ECE dept. dates are to be finalized.	FDP coordinators	As needed. All FDPs to be completed before March end
6.	IQAC director informed that the NAAC funded one day national seminar has been successfully completed and the report submitted to NAAC	For information	December 14 th -
7.	IQAC reviewed the status of application for the academic autonomy for the Institution. It was decided that all committee formation and other preliminary works related to the autonomous functioning are to be in place	Departments/IQAC	As needed

MEETING CONCLUDED WITH THE THANKS GIVING FROM IQAC COORDINATOR


IQAC DIRECTOR




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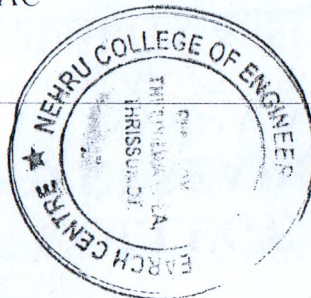
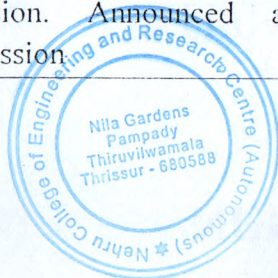
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ACTION TAKEN REPORT OF THE IQAC MEETING NO 34 HELD ON 12th January 2023

(APPROVED IN THE MEETING HELD ON 20th April 2023)

Sl.no	Item	Action by	Action taken	Remarks
1.	Meeting reviewed status of submission of AQAR 20-21 and 21-22. AQAR 20-21 has been successfully submitted. DVV if any is to be replied in time	IQAC/NAAC coordinator	AQAR 20-21 successfully submitted	. DVV -Nil
	The team for AQAR 21-22 is formulated and concerned members started the works	NAAC team	Review meeting conducted on 17 th and 18 th April. Incomplete documents to be completed on or before 25 th April	Criterion1: Verification pending Criterion 2: NCC report, samples from dept. pending Criterion 3: Verification pending Criterion4: Auditor utilization certificate to be received from accounts section Criterion 5: Verification pending Criterion 6: Verification pending Criterion 7: Verification pending
2.	Meeting reviewed the status of NIRF-2023 submission. Announced as ready for submission	IQAC	Clarifications received from NIRF checked and found correct	Waiting for ranking announcements



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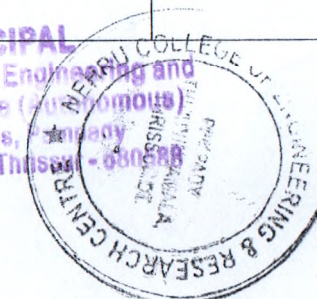
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3.	Meeting reviewed the feedback and comments from KTU external audit. It was seen that no major defects are noted. However suggestions to improve is to be taken care off	IQAC/All departments / administration	Suggestions incorporated for the internal audit format	Internal audit ensured that changes are incorporated
4.	Meeting reviewed the conduct of National and International conferences. National conference was reported to be completed successfully. The funding request to AICTE for International conference successfully submitted.,Cordinator to follow-up	Dr.Gireesh ME HoD	Grant approved from AICTE (Limited to Rs 4 Lakh) -	Preparations in progress Dates -May 25th &26th 2023May 2023
5.	Meeting evaluated the status of conduct of KTU sponsored faculty development programs. MBA dept was found to completed successfully and EEE scheduled from January 16 th onwards. MTR in the last week of January. EC dept. dates are to be finalized	FDP coordinators	KTU funded FDP – successfully conducted by (EC/EE/MTR/MBA)	Application for FDPs to be submitted as and when open



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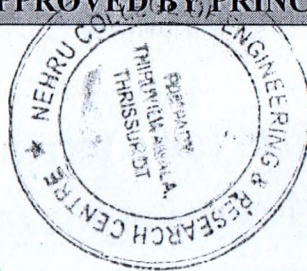


6.	Preparations for International conference	Mechanical and Mechatronics department	Completed –ICETSSI-May 26,27-2023	Completed
7.	Submit applications to KTU for FDPs once called for	All departments	Action plan laid out by all departments	In progress
8.	Funded projects-SEED money form Govt. Organizations	All departments	Action plan laid out by all departments	In progress
9.	Meeting also decided to hold the next IQAC meeting in the month of July /August 2023	IQAC	Meeting conducted in September	Completed

PREPARED BY DIRECTOR IQAC NCERC

APPROVED BY PRINCIPAL NCERC

IQAC DIRECTOR



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MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL 35th (IQAC) MEETING AC.YR.2022-23

Agenda–

1. AQAR submission 21-22– status – further actions
2. NIRF submission -2024 -
3. KTU Internal Audit (External)–ODD semester 2022-23
4. International conference- Academic yr.2022-23 preparations
5. KTU – funded FDP –
6. Research funding application status
7. Other funding- status
8. Placement- status
9. Application for Academic Autonomy -status
10. Any other matter with the permission of the chair..

Board Room, Aryabhata

Date:20th April -2023

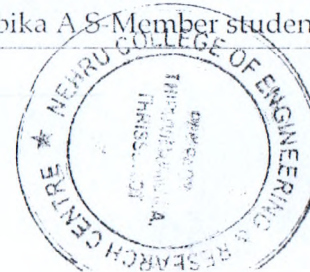
Time – 3p.m

IQAC Members

- | | |
|--|---|
| 1. Prof. (Dr.) Karibasappa Kwadiki,-Chairperson IQAC | 10. Ms.Decpa A-Member Internal |
| 2. Dr.Sobha Manakkal-Director IQAC | 11. Dr.N Shankar- Member Internal |
| 3. Mr.David E-Cordinator IQAC | 12. Mr.Vipin K M-Member Internal |
| 4. Mr.M.Srinivas-Management Representative | 13. Mr.Santhosh K-Parent Representative |
| 5. Mr.R.Ambikadas-Senior Administrative Officer | 14. Mr.Ragesh P R-Member Alumini |
| 6. Ms.Vini Unnikrishnan-Local society Representative | 15. Ms.Ambika A S-Member student |



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7. Mr.Ragesh P R-Alumni Representative 8. Mr.P Sivanandan-Professional Body Representative 9. Mr. Hari S-Industry Representative	16. Mr.Rakesh P R-Member Internal 17. Mr.Maheswaran K-Member Internal 18. Ms.Sajitha A S-Member Internal 19. Ms.Thushara -Member Internal
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The meeting began at 3p.m. Principal welcomed all the members of IQAC He directed Dr.Sobha Manakkal, Director IQAC to go ahead with the proceedings.

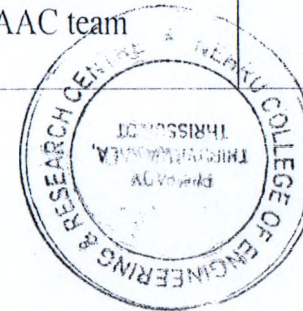
Director IQAC started the presentation by listing the action taken report (ATR) of previous meeting. The minutes and ATR of previous meeting was passed. New members were introduced during the meeting

Sl.no	Item	Action by	Target date
1.	Principal remarked on the absenteeism of a few external members. He advised that the meeting should be conducted with full attendance and presence of representatives from Industry, professional body and also alumni has great significance since we can gather inputs from these members which will be supportive in improving the quality of the Institution. Principal advised IQAC to ensure the same in the next meeting.	IQAC	Next IQAC meeting
2.	Meeting reviewed status of submission of AQAR 21-22. It was decided that the pending works are to be completed immediately. Auditor utilization certificate to be received from accounts section for	Office Suptd./IQAC/NAAC coordinator, NAAC team	April 25 th



Sobha Manakkal

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	completion of Criterion 4 works		
3.	Meeting discussed the NIRF ranking status of the college. Principal advised departments to encourage faculty to engage more seriously into research works and generate quality publication which is the mandate for getting good scoring by NIRF. Principal also advised to improve the Teaching –Learning process and ensure improved results for the University examination. Good results can yield better placement which can also add credits to improve NIRF scores	IQAC members/HoDs/faculty	As needed
4.	Meeting reviewed the feedback and comments from KTU internal audit. It was seen that no major defects are noted. However suggestions to improve are to be taken care off. Meeting also decided to conduct the second internal audit in the month of June since the external audit is expected in the month of June	IQAC	June 2023
5.	Meeting reviewed the preparations for International conference. Meeting observed that the Grant has been approved from AICTE (Limited to Rs 4 Lakh) –However the official email is yet to be received by the coordinator . Follow up in this matter is needed. Other preparations as inviting papers. arranging keynote sessions and Guests were found to be in progress	Conference team to follow up and conduct weekly meeting	As needed



Soumya
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6.	Meeting evaluated the status of conduct of KTU sponsored faculty development programs. It was noted that all approved FDPs have been conducted as per schedule. It was decided to submit applications to KTU for FDPs once called for. Principal opined that FDPs when conducted should ensure that participants are attending all sessions without fail	All departments	Applications to be submitted once called for
7.	Meeting examined the status of funded projects. Principal advised departments to encourage students to take up quality projects and apply for funding from Governments and research organizations	All departments	Applications to be submitted once called for
8.	IQAC reviewed the status of application for the academic autonomy for the Institution. It was decided to formulate Academic and Administrative Audit (AAA) committee to control and maintain high standards in the field of Higher Education. Composition of the same is to be examined and formulated as needed	IQAC	Immediate
9.	Meeting also decided to hold the next IQAC meeting in the month of July 2023	IQAC	July 2023

MEETING CONCLUDED WITH THE THANKS GIVING FROM IQAC COORDINATOR

for
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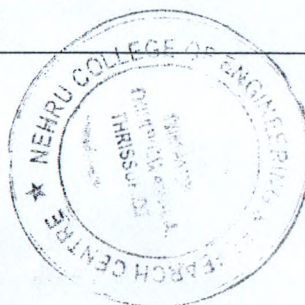
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ACTION TAKEN REPORT OF THE IQAC MEETING NO 35 HELD ON 20TH APRIL -2023

(APPROVED IN THE MEETING HELD ON 21ST SEPTEMBER 2023)

Sl.no	Item	Action by	Action taken	Remarks
1.	Reconstitution of IQAC Cell.	IQAC	IQAC reconstituted with new members representing Industry, alumni. Professional society	Completed
2.	Submission of AQAR 21-22.	IQAC/NAAC coordinator	Successfully completed	-
3.	Increase faculty and student publications for getting NIRF scoring	All departments / administration	Action plan laid out by all departments	In progress
4.	Improving the Teaching –Learning process for securing higher ranking in the University examination.	All departments / administration	Action plan laid out by all departments	In progress
5.	Feedback and comments from KTU internal audit	IQAC	Minor suggestions addressed and further internal audit modified	Completed



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