NEHRU COLLEGE OF ENGINEERING AND RESEARCH CENTRE

(NAAC 'A' Accredited)

(Approved by AICTE, Affiliated to KTU, Kerala)

INTERNAL QUALITY ASSURANCE CELL –NCERC

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, Aryabhatta	Date:20th April -2023	Time – 3p.m

IQAC Members

1. Prof. (Dr.) Karibasappa Kwadiki,-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.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

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 25th

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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

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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 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			

IQAC DIRECTOR

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