MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL
45th IQAC MEETING

AC.YR. 2025-26

Date: 21 JAN 2026
Time: 10:00 AM – 11:00 AM
Venue: Board Room, Aryabhatta Block

Members Present:

1. Dr. Anoop K J, Principal, NCERC
   Chairman
2. Dr. Mredhula L
   Professor & Head, Dept. of ECE, NCERC
   IQAC Director
3. Ms.Deepamol P S
   Assistant Professor, Dept. of AS, NCERC
   IQAC Coordinator
4. Ms. Gracemol thankachan
   Assistant Professor, Dept. of CSE, NCERC
   Faculty Representative & IQAC Dept. Coordinator
5. Mr. Pramod K
   Assistant Professor, Dept. of MCA, NCERC
   Faculty Representative & IQAC Dept. Coordinator
6. Ms. Anooja B
   Assistant Professor, Dept. of ECE, NCERC
   Faculty Representative & IQAC Dept. Coordinator
7. Mr. Vinod R
   Assistant Professor, Dept. of MTR, NCERC
   Faculty Representative & IQAC Dept. Coordinator
8. Ms. Leya Assistant Professor, Dept. of AIML, NCERC
   Faculty Representative & IQAC Dept. Coordinator
9. Ms. Dhanya Nair
   Assistant Professor, Dept. of MBA, NCERC
   Faculty Representative & IQAC Dept. Coordinator
10. Ms. Saranya Nair,Assistant Professor, Dept. of EEE, NCERC
    Faculty Representative & IQAC Dept. Coordinator
11. Mr. Sudheesh
    Assistant Professor, Dept. of ME, NCERC
    Faculty Representative & IQAC Dept. Coordinator

Agenda:

1. Review of NBA Accreditation Visit successfully completed on January 9, 10, and 11, 2026 for B. Tech ECE, MCA, and MBA programmes

2. Review of Second Internal Audit of Odd Semester 2025–26 and Scheduling of First Internal Audit for Even Semester 2025–26

Minutes of the Meeting:

1. Review of NBA Accreditation Visit – B. Tech ECE, MCA, and MBA

- The IQAC recorded that the NBA Accreditation Visit for B. Tech ECE, MCA, and MBA programmes was successfully conducted on January 9, 10, and 11, 2026.
- Departments presented a summary of the visit proceedings and interactions with the expert committee.
- The Chairman appreciated the coordinated efforts of all departments in ensuring the smooth conduct of the visit.
- Departments were instructed to document feedback and suggestions provided by the NBA team for further improvement.

2. Review of Second Internal Audit (Odd Semester) and Scheduling of First Internal Audit (Even Semester)

- The IQAC reviewed the findings and compliance reports of the Second Internal Audit of the Odd Semester 2025–26.
- Departments presented action taken reports on observations related to documentation, course files, and outcome attainment.
- Minor gaps identified during the audit were discussed and departments were instructed to rectify them.
- The schedule for the First Internal Audit of the Even Semester 2025–26 was discussed and tentatively planned.
- IQAC will circulate the detailed audit schedule and constitute audit teams accordingly.

General Remarks:

- The Chairman appreciated the efforts of all departments in maintaining quality standards.
- Emphasis was given to continuous improvement in documentation and timely completion of audit requirements.

The meeting concluded with a vote of thanks by the IQAC Director at 11:15 AM.

Director, IQAC

Principal 21/01/26