



NEHRU COLLEGE OF ENGINEERING AND
RESEARCH CENTRE
(NAAC 'A' Accredited)

(Approved by AICTE, Affiliated to KTU, Kerala)
INTERNAL QUALITY ASSURANCE CELL (IQAC)



To

All members of IQAC

Dear Sir/Madam,

Sub: Call for 30th meeting of IQAC NCERC reg:

The next meeting (30th) of IQAC is scheduled on **28th January-2022 at 2p.m. at Board Room, Aryabhata Block in a hybrid mode.** As a member of the IQAC you are cordially invited to attend the meeting and participate in the deliberations. You can either be physically present or join online for the meeting. In case you are joining online, please send an email to IQAC, at the earliest

Agenda

1. Discussion on action points arising out of the previous meeting
2. AQAR submission & NIRF submission
3. Internal Audit –ODD semester 2021-22
4. Activity calendar
5. Research & Development activities –suggestions for improvement
6. NBA inspection preparations
7. Any other matter with the permission of the chair.

IQAC DIRECTOR

PRINCIPAL

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

Copy to all members

Mr.David E (IQAC coordinator)	Mr.Alex Kuruvilla (Faculty Nominee)
Mr.M.Srinivas (Senior Administrative Officer)	Ms.Deepa A (Faculty Nominee)
Mr. Mr.R.Ambikadas (Senior Administrative Officer)	Mr.Ragesh P R (Alumni Nominee)
Mr.Vimal M N (Faculty Nominee)	Mr.Manojkumar K R (Local Society Nominee)
Mr.Vipin K M (Faculty Nominee)	Mr. Hari S (Industry Nominee)
Ms.Sajitha A S (Faculty Nominee)	Mr. P Sivanandan (Industry Nominee)
Mr.Anoopkumar M V (Faculty Nominee)	Ms.Greena Sunny (Student Nominee)
Mr.Rahul R (Faculty Nominee)	Mr.Jayakumar C (Parent Nominee)
Mr. Midhun Raj P K (Faculty Nominee)	



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INTERNAL QUALITY ASSURANCE CELL –NCERC



MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING AC.YR.2021-22

Agenda-

1. Discussion on action points arising out of the previous meeting
2. AQAR submission & NIRF submission
3. Internal Audit –ODD semester 2021-22
4. Activity calendar
5. Research & Development activities –suggestions for improvement
6. Any other matter with the permission of the chair.

Board Room, Aryabhata

Date: 28th January 2022

Time – 2:00PM

IQAC Members Present

- | | |
|---|--|
| 1. Prof.(Dr.)Ambikadevi Amma T-Chairperson IQAC | 8. Mr.Anoopkumar M V-Member Internal |
| 2. Dr.Sobha Manakkal-Director IQAC | 9. Ms.Sajitha A S-Member Internal |
| 3. Mr.David E-Cordinator IQAC | 10. Mr. Midhun Raj P K-Member Internal |
| 4. Ms.Deepa A-Member Internal | 11. Mr.Alex Kuruvilla-Member Internal |
| 5. Dr.Suriakala R- Member Internal | 12. Mr.R.Ambikadas-Member Internal |
| 6. Mr.Vipin K M-Member Internal | 13. Mr.Ragesh P R-Member Alumini |
| 7. Mr.Rahul R-Member Internal | 14. Ms.Greena Sunny-Member student |



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The meeting began at 2:00pm. 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 of previous meeting. The minutes of previous meeting was passed

Sl.no	Item	Action by	Target date
1.	Meeting decided to have change in the member list as below <ul style="list-style-type: none">o Mr. Manuraj –Member internal to be removed from rolls since the representing program has been closedo Prof.Alex Kuruvilla –Member internal from MBA department to be replaced by Dr.Suriakala R based on request from Director MBA	IQAC to revise list	28 th January 2022
2.	Discussed the AQAR and NIRF submission status <ul style="list-style-type: none">o AQAR 2019-20 submitted on December 2021 and is approved by NAACo AQAR 2020-21 – submission in progress – submission expected well in timeo NIRF – submission in progress – submission expected well in time	For information	<ul style="list-style-type: none">o AQAR 2020-21 30-02-2022o NIRF 08-02-2022
3.	Decided to have the first internal Academic audit of the ongoing semester by IQAC with the revised checklist. Also decided to have a closing audit meet to discuss the final audit form	IQAC auditors	01-02-2022 05-02 20222
4.	Decided to have an activity calendar for updating the department events FDP/Workshop, paper publications etc. to IQAC on monthly basis	Department Heads upon direction from Principal	March 2022



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5.	<p>Decided to have the following to strengthen the Research activities of the campus</p> <ul style="list-style-type: none"> ○ Commence a research wing at NCERC under a Professor. Dr.Sankar, faculty mechanical department, is suggested for the position ○ Commencement of Thursday colloquium to hold interdisciplinary presentations under the aegis of ISTE faculty chapter and IEEE student branch ○ Decided to have all faculty members registered with LinkedIn, Google scholar/ Orcid/ Vidwan for updating their academic credentials. Decided to assign Prof.Sundaramoorthi P, EEE department for necessary follow up and technical support 	<ul style="list-style-type: none"> ○ Dr. Sankar , ME upon direction from Principal ○ ISTE /IEEE faculty in charge upon direction from Principal ○ Prof.Sundaramoorthi P, EEE upon direction from Principal 	March 2022
6.	Decided to have a webinar on Outcome Based Education for the benefit of faculty members. Resource person to be identified and session to be arranged	IQAC	Febraury2022
Meeting concluded with the thanks giving from IQAC coordinator			

[Signature]

IQAC DIRECTOR

[Signature]

PRINCIPAL NCERC