

**SREE NARAYANA GURUKULAM COLLEGE OF
ENGINEERING, KADAYIRUPPU**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Minutes of the Meeting #5
2021-2022**

Sree Narayana Gurukulam College of Engineering, Kadayiruppu

No.SNGCE/AD/B-3/FL003/2021-22

18/11/2021

Notice – Internal Quality Assurance Cell (IQAC)

A meeting of Internal Quality Assurance Cell (IQAC) of SNGCE will be conducted on 19/11/2021, 1.00 pm. The meeting will be chaired by Principal.

Agenda:

- Review of Internal Audit

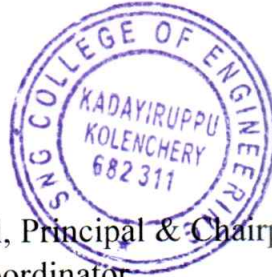
A. Alvar

PRINCIPAL

Copy to:

1. Dr. Kemthose P Paul, Principal & Chairperson
2. Dr. Alby S – CA, Coordinator
3. Ms Saritha Sathyan – EEE
4. Ms Nimmy K – CSE
5. Ms Jeena Mathew – CE
6. Ms Seena George - ECE
7. Mr Rajeshkumar R – ME
8. Ms Deepthy V S- S&H
9. Ms Jisha R - S&H
10. Mr Lijo Joseph- NASB
11. Ms Reji P R – MS
12. Ms Smitha K S – CA

1. File
2. Reception



Date: 19/11/21

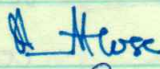

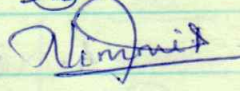
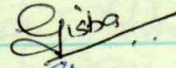


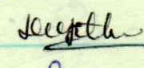


Time: 1:51 pm.

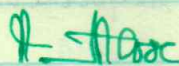
IQAC Meeting # 22

Venue - Seminar Hall

Agenda:

- Review of internal audit,
- Review of NBA accreditation process.

Name	Dept	Designation	Signature
1. Dr. Kenthose P. Paul		Principal	
2. Dr. Alby S.	CA	co-ordinator	
3. Nimmi M.R	CS	Dept Coordinator	
4. Gisha G.R	SH	Dept. Coordinator	
5. Seena George	ECE	Dept. Co-ordinator	
6. Saritha Sathyan	EEE	Dept. Co-ordinator	
7. Deepthi V.S	SBH	Dept. Co-ordinator	
8. Smitha K.S	CA	Dept. Co-ordinator	
9. Reji P.R	SH	Dept. Co-ordinator	



PRINCIPAL
Sree Narayana Gurukulam
College of Engineering
Kadayiruppu, Kolenchery-682 311



MINUTES OF IQAC MEETING

Subject: Quarterly Meeting	Meeting No:6/2021		
Venue : Seminar Hall	Date:19/11/2021	Time :1.00pm	
Members Present			
1. Dr. Kemthose P Paul, Principal 2. Dr. Alby S – CA, Coordinator 3. Ms. Saritha Sathyan – EEE 4. Nimmi M K – CS 5. Ms Smitha K S – CA	6. Ms Reji P R - S&H 7. Ms Seena George – ECE 8. Deepthi V S – S&H 9. Ms Jeena Mathew – CE		
Members Absent			
1. Mr. Lijo Joseph – NASB 2. Mr. Rajesh Kumar R– ME			
Agenda: 1. Review of Internal audit 2. Review of NBA accreditation process			
	Subject	Action By	Action Date
1	The meeting started with a silent prayer. Dr Kemthose P Paul , Principal welcomed the IQAC team members to the meeting.		
2	Had a detailed review of internal audit and minutes of last meeting. The department coordinators have to observe the remarks by the auditors and suggest improvements to meet the quality of the contents presented. Department coordinators discussed the status of the documents in respective departments. Further actions to be taken were discussed.	IQAC dept. Coordinators	Immediate
3	Special attention to CSE and NASB as they are going for NBA accreditation.		
4	Dr Alby S concluded the meeting by expressing the gratitude towards all the members.	IQAC team	Immediate
Meeting adjourned at 1.30pm			
Dr. Alby S (IQAC Coordinator)		Dr. Kemthose P Paul PRINCIPAL	



ACTION TAKEN REPORT

Based on meeting held on 19 /11/2021

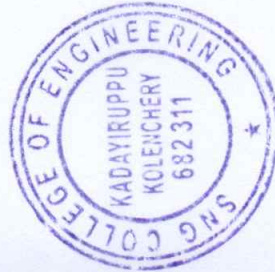
Department coordinators are directed to observe the audit reports prepared by auditors and take necessary steps to improve the quality and make up the deficiencies if any.



IQAC Coordinator



PRINCIPAL



ACTION TAKEN REPORT

Based on meeting held on 19 /11/2021

Department coordinators are directed to observe the audit reports prepared by auditors and take necessary steps to improve the quality and make up the deficiencies if any.



IQAC Coordinator



PRINCIPAL

