

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

# **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the Meeting #3  
2022-2023**

**Sree Narayana Gurukulam College of Engineering, Kadayiruppu**

No.SNGCE/AD/B-3/FL003/2022-23

09/09/2022

**Circular – Internal Quality Assurance Cell (IQAC)**

A planning meeting of Internal Quality Assurance Cell (IQAC) of SNGCE will be conducted on 16/09/2022, 1.00pm at CRC , PG Block.

All are requested to be present in the meeting.

Agenda:

1. Planning for FDP on OBE

  
PRINCIPAL

Copy to:

1. Dr. Kemthose P Paul, Principal & Chairperson
2. Dr. Alby S – CA, Coordinator
3. IQAC Members
4. File
5. Reception



Date: 16/9/22

IQAC Meeting # 28.

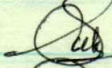
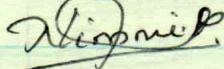
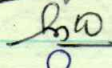
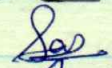

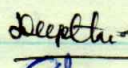
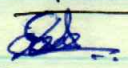
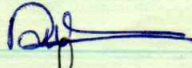

Venue: CRC PG. Block.

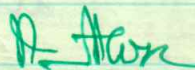
Time: 1.00pm.

Agenda:

Planning for FDP on OBE on 24/9/22.

Members Present:


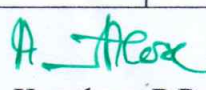
1	Dr. Alby. S.	IQAC co-ordinator.	
2	Nimmi. M K	CSE IQAC Coordinator	
3	Smitha K. S	C <del>A</del> IQAC coordinator	
4	Saritha Sathyan	ECE IQAC coordinator	
5	Reji P.R	SH IQAC coordinator	
6	Deepthi V.S.	SBH IQAC coordinator	
7	Seena George	ECE IQAC Coordinator	
8	Dr. Devi Selvar R	MS IQAC Coordinator	
9	Irene Mathew	CE IQAC "	



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Kadayiruppu, Kolenchery-682 311



## MINUTES OF IQAC MEETING

Subject: Planning Meeting	Meeting No:5/2022		
Venue: CRC PG Block	Date:16/09/2022	Time :1.00pm	
<b>Members Present</b>			
1. Dr. Alby S – CA, Coordinator 2. Ms. Saritha Sathyan – EEE 3. Nimmi M K– CS 4. Ms Smitha K S – CA		5. Ms Reji P R - S&H 6. Dr. Devi Sekhar – MS 7. Ms Seena George – ECE 8. Deepthi V S – S&H 9. Ms Jeena Mathew – CE	
<b>Members Absent</b>			
1. Mr. Anu Sugathan– NASB 2. Mr. Rajesh Kumar R– ME			
<b>Agenda:</b>			
1. Planning for FDP on OBE			
	<b>Subject</b>	<b>Action By</b>	<b>Action Date</b>
1	The meeting started with a silent prayer. Dr Alby SIQAC Coordinator welcomed the IQAC team members		
2	As per the decision taken in the previous meeting, A faculty development program is scheduled to be conducted on 24-09-2022 in two sessions. Session 1 is for all the teaching and technical staff of the college. In session 2, a hands on training will be given to selected staff members from each department.		
3	After the discussion in the meeting, the resource person is finalized as Mr. Andrews Jose from Viswajyothi college.		
4	The various duties and responsibilities for the arrangement of FDP were assigned to the team members of IQAC.	IQAC team	Immediate
5	Dr Alby S concluded the meeting by expressing the gratitude towards all the members for their active participation and support.		
Meeting adjourned at 1.30pm			
 Dr. Alby S (IQAC Coordinator)		 Dr. Kemthose P Paul PRINCIPAL	

**PRINCIPAL**  
 Sree Narayana Gurukulam  
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## ACTION TAKEN REPORT

The following gives a detailed report of the suggestions /decisions as received in the meeting held on 16/09/2022. and the action taken based on those suggestions /decisions by the institution/ department/committee.

SL. No	OBSERVATIONS/DECISIONS	ACTION TAKEN	DATE
1	FDP on OBE	Conducted successfully	24-09-2022

  
IQAC Coordinator

  
PRINCIPAL

  
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