



COLLEGE OF ENGINEERING TRIKARIPUR

(Under the Co-operative Academy of Professional Education, Estd. by the Government of Kerala)

Approved By AICTE Affiliated to APJ Abdul Kalam Technological University

An ISO 9001:2015 Certified Institution

Accredited By NAAC and NBA (EEE)

Minutes of the IQAC meeting held on 16/08/2022

- Agenda : 1) NBA preparation
2) NAAC reaccreditation
3) Website updation
4) Mandatory discloser updation

Members Present

1. Dr. Vinod Pottakulath
2. Dr. Naveena A.K
3. Mr. Suresh Kumar A V
4. Mr. Shylesh Kumar M K
5. Dr. Roshina K.V
6. Mr. Santhosh S.N
7. Mr. Sreekanth P
8. Ms. Sheena K
9. Dr.Mohanalina Raja Rathnam
10. Mr. Mahesh V.V
11. Ms. Shyni T V

Action taken report:

1. Internal audit committee is constituted and conducted academic audit in prior to the University academic audit.
2. AQAR modification is done by respective co-ordinators.
3. Question paper scrutiny committee more actively involved in preparation of question paper for sessional exams.
4. CMS is updated to incorporate CO-PO mapping.
5. Started data collection for the submission of IIQA for NAAC accreditation.



[Handwritten Signature]
16/08/2022
Principal
College of Engineering
Trikaripur, P.O.Cheemeni
Pin 671313

Decisions and Suggestions :

1. To speedup data collection for NAAC from Jan 2022 onwards and to take necessary steps by the respective criteria co-ordinators for the same.
2. Deputed Prof.Ratheesh T., to complete the alumni registration on or before 31/08/22.
3. Deputed Prof.Shabna Salam to initiate National Academic Deporotary (NAD).
4. Submission of IIQA on or before 20 Sep 2022.
5. SSR submission on or before 5 Nov 2022.
6. Updation of mandatory discloser by 02 Sep 2022.
7. Updation of website may ensure by HODs with the assistance of Prof. Rafeekh A.P
8. IQAC committee may be reconstituted by including HODs.
9. All faculties should cooperate and speedup the criterion files required for NBA CSE so as to complete before 10-09-2022.
10. All department be prepare for the NBA visit of EEE department immediately after Onam vacation.



WU
08/08/2022
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Minutes of the IQAC meeting on 02/11/2022

Venue: Conference Hall

Agenda items:

1. Internal Examination Odd-sem-2022-23
2. Internal Audit
3. Academic Matters

Members present

1. Dr. Vinod Pottakulath, Principal
2. Dr. Naveena A.K
3. Dr.Roshna K.V
4. Shyni T.V
5. Santhosh S.N
6. Sreekanth P
7. Mohanalin J
8. Suresh Kumar A.V
9. Sheena K
10. Sreenesh V
11. Thamara C
12. Huda Noordean
13. Ravindran C
14. Anandu Raveendran

Action Taken Report

1. Successfully completed the NBA visit of EEE Department on 29/10/2022.
2. SAR of CSE department uploaded on 16/09/2022.
3. IQAC reconstructed on 01/11/2022.
4. Prof. Shabna Salam reported that NAD registration of institution has completed.
5. Alumni registration process is monitoring by Prof.Ratheesh T and reported that registration will complete within a couple of week.
6. Data on website updated before the NBA visit of EEE department. Some more modifications are to be done on website.
7. Updation of mandatory discloser yet to complete.
8. A committee is constituted to collect the data required for NAAC-SSR.

Decisions

1. Decided to conduct the first Internal Examination of Odd Semester 2022-23 on 09/11/2022, 10/11/2022 and 11/11/2022. The question papers of internal examination after scrutiny should be send to internal examination mail id on or before 07/11/2022.
2. On 05/11/2022, a special class has to be conducted. The faculty who has to complete the portions should schedule special classes and inform the HOD.
3. A committee has to be constituted to conduct internal audit. Internal audit has to be completed on or before 14/11/22.
4. IQAC coordinator is assigned to submit the IIQA to NAAC immediately after completing Alumni and NAD registration.



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09/11/2022