

SRI VELLAPPALLY NATESAN COLLEGE OF ENGINEERING

Kattachira, Pallickal P.O, kayankulam, Kerala 690503

INTERNAL QUALITY ASSURANCE CELL (IQAC)


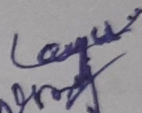
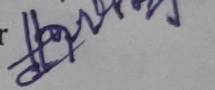
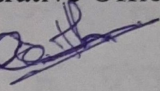
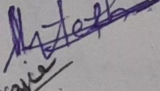


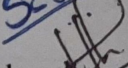
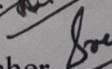
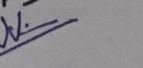
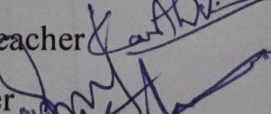
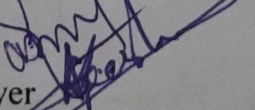
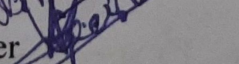
Minutes of the meeting

Date :03. 03. 2020

Venue: Conference Hall

Time : 11.00 AM

Members Present:

1. Dr. H Ganesan, Principal/Chairperson 
2. Mr. V. Ramachandran Nair, Senior Administrative Officer 
3. Mr. Anilkumar Sivaraj, Senior Administrative Officer 
4. Mr. Sujith S pillai, IQAC Co-ordinator 
5. Ms. Jayalekshmi R, Teacher 
6. Mr. Prajeesh R, Teacher 
7. Mr. Arun Kumar, Teacher 
8. Ms. Samitha T, Teacher 
9. Ms. Neethu Krishna , Teacher 
10. Ms. Sreeti Gangadharan, Teacher 
11. Ms. Karthika V S, Teacher 
12. Dr. Manju J, Teacher 
13. Mr. Ajeesh R, Employer 

Minutes of Meeting

Sl.No	Agenda	Discussion/ Decision	Responsibility
1	Approval of minutes of previous meeting held on 23..01..2020	Minutes were approved unanimously	
2	Academic precautions to be taken to fight against covid19.	The Principal informed the possibility of a possible shutdown of the classes due to Covid 19 in near future. He invited suggestions from all members on the methods to tackle the situation. He instructed HODs to take necessary steps so that the	HODs

		academic remains less affected.	
3	Preparations for university audit.	The IQAC coordinator instructed the departments to get the documents ready for the academic university audit.	The KTU coordinator
4	Progress of work in the conduction of Tech Fest	The Principal enquired the status of Tech Fest. He also took suggestions on the steps to be taken in case if Tech fest gets cancelled due to covid19.	Mr. Arun Kumar
5	Conduction of seminars, workshops	Principal instructed to include more technical programmes to impart skills to the students.	The HODs.
6	Conducting an international conference	The IQAC coordinator suggested the opinion of the members in the conduction of a international conference in the near future.	The HODs.
7	Student interaction	Principal expressed his interest to have a student interaction with students of all departments. He instructed the KTU coordinator to take the necessary steps.	The KTU coordinator

IQAC COORDINATOR

PRINCIPAL

Copy to

1. Website
2. File
3. All Members of IQAC