

IQAC meeting minutes

Date: 5/2/2021

Time: 11.00AM

Mode: online

Agenda

1. Second academic audit 2020- 2021
2. Audit report preparation on
 - (i) Conduct and evaluation of practical classes.
 - (ii) Students' responses about the contact classes.
 - (iii) General feedback about the online classes by First Semester students.
3. Others, if any.

Attendees

1. Sri. Sunil T T, IQAC Chairman
2. Smt. Remya R S, IQAC convener
3. Sri. Salins S, IQAC member
4. Sri. Jibu J V, IQAC member
5. Smt. Anuradha P V, HOD, EC
6. Smt. Leena Silvester, HOD, CS
7. Sri. Sreejith S, HOD, EEE

Meeting Minutes

The meeting was convened as per the schedule and discussed the above mentioned agenda.

Decisions

1. Decided to schedule Second audit from 8/2/2021 to 12/2/2021
2. Decided to upload the second audit report just after the second audit.
3. Decided to collect the students feedback about practical courses, contact courses and online classes

Action Taken

1. Second audit is scheduled as per decision 1.
2. Feedback forms are circulated to students as per decision 3.

**Internal Audit Cell
College of Engineering Aringal**