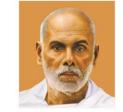


Sree Narayana Guru College of Engineering & Technology



CHALAKKODE P.O., KOROM, PAYYANUR, KANNUR-670 307

6.5: Internal Quality Assurance System

6.5.2: Quality assurance initiatives of the institution

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Sree Narayana Guru College of Engineering & Technology

CHALAKKODE P.O., KOROM, PAYYANUR, KANNUR-670 307

IQAC

SREE NARAYANA GURU COLLEGE OF ENGINEERING & TECHNOLOGY



SNGCET/AC/26/2023

10-08-2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Internal Quality Assurance Cell (IQAC) is hereby reconstituted as directed by APJAKTU to oversee and monitor all the academic activities including all internal evaluations and Examinations with the functions as below. The IQAC has to submit report to the undersigned every quarter so as to submit to the University.

Dr. Leena. A.V, Principal	Chairperson
 Ms. MarySonia George, HOD CE 	Coordinator
Sri. CC Mohanan	Member/Management Representative
Dr. Susan Abraham, Dean UG&PG	Member
 Ms. Leena Narayanan, AP ECE 	
Mr. Abhirosh K , AP S&H	
 Ms. Saritha Sasindran, AP CE 	19
Mr. Jacob Thomas, HOD ME	33
Ms. Veena K K, AP CSE	
 Mr. Jayadeep, Asst. Engineer, Kerala PWD 	Member/industry
Prof. T. Divakaran	Member/Professional body
Sri Suresh Babu K V	Member/Local body
Ms.Aswathi P I, S6 CSE	Student Member
Mr. Sunder V	Member/Alumni
Ms. Prabha Chandran , AP EEE	Convenor

Functions:

- Oversee and monitor all the academic activities including all internal evaluations and Examinations.
- Prepare academic audit statements in the formats prescribed by the University for each semester at regular intervals.

 Monitoring mechanism of activity points to be earned by the students through Cocurricular and Extra-curricular activities.

To

Chairperson and Members of committee HODs/Department Notice Boards President/Secretary for kind information

PRINCIPAL PRINCI

23
Minutes of IRAC Cell Meeting
indicar and brush and and oridina Date: 19-10-2023
in the redictes.
Name of the members of IOAC.
in They have suggested that Action taken can be
mentioned in the same register itself at the
nesting minutes are wellen in . only the small rec
mucht need to be mentioned in minutes.
1. Dr. heena. A.V.
2. Shri. G. C. Mohanan and all bloods for advision of
3. Prof. T. Divakaran Divakaran
4. Dr. Sus an Abraham
5. Mc. Mory Poria George.
6. Mon Leena Nacayanan
7. Mr. Sunder V.
8. Ms. Saeitha Saeindean
9. Mr. Jacob Thomas
1. Mr. Abhersh K.
12. Ms. Velna. K. K.
13. Shij · Swesh Babu hk. V.
4. Ms. Aswatte: P.I. balandons at 1 in Stream
15. Mr. Tayadeep. Kumae, AG, PWD Absent
9. All Bills we to be included in Department Radiol
Discussions
1. The TOAC Chairman gavelow warm welcom
to the members in the meeting
To the members in the meeting. Dr. LEENA A PRINCIPAL PRINCIPAL SEE MANNAM GIRD COLLEGE OF SHEEMING COLLEGE OF SHEEMING THE SHEEMING COLLEGE OF SHEEMING HECKNICK COUTY.
2. The IQAC Co-ordinator briefed about the commen
2. The IRAC Co-ordinator briefed about the commen
3. The external auditors mentioned that the comple details of the faculty who have gone for lights
details of the faculty who have gone for higher

studies by availing long leave should be maintend in the register. 4. They have suggested that Action taken can be mentioned in the same register itself as the mentioned meeting minutes are weiten in . Only the members present need to be mentioned in minutes. 5. Principal should be the Chair person in all the committees. 6. In Women's Grievance Cell one or two male. faculty members and female students should 7. As a part of Brievance Cell Brievance Boxes and 'She Boxes' should be placed in the Collège compus to put their complaints. These Boxes are to be opened once in a semester; meeting is to be conducted and actions are to be taken. 9. All bills are to be included in Department Budget 10. An active Staff club is the for constituted in the college and valious activities like participes in KTO matches is to be seen with a property of the participal in KTO matches is to be seen with a participal payment and the payment of the payment is a payment to be seen to be s 11. In Sports file all activities reports are 6 be 12. IDAC port page need to be incorporated in

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Dr. LEENA AV Dr. LEENA AV BREE MARKYNNA GURIC COLLEGE OF ENGREERING & TECHNOLOGY PATYANUR, KANNUR PRINCIPAL	the son are related hereit.
PRINCIPAL PRINCIPAL	19. The Chairman then commented and concluded
PRINCIPAL PRINCIPAL	the meeting.
PRINCIPAL PRINCIPAL	Note that the same of the same
PRINCIPAL PRINCIPAL	
	PAYYANUR, KAMBUR
CO-ORDINATOR	PRINCIPAL
	CO-ORDINATOR



SREE NARAYANA GURU COLLEGE OF ENGINEERING & TECHNOLOGY, PAYYANUR

SNGCET/AC/01/2022

12-08-2022

OFFICE ORDER

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Dr. Leena. A.V, Principal

Chairperson

Ms. Mary Sonia George, HOD CE

Coordinator

Sri. C C Mohanan

Member/Management Representative .

Dr. Susan Abraham, Dean UG&PG

Member

Mr. Ashok Hegde L, AO

Member

Ms. Leena Narayanan, AP ECE

Member

Mr. Prabha Chandran , AP EEE

Member

Ms. Saritha Sasindran, AP CE

Member

Mr. Jacob Thomas, HOD ME

Member

Mr. Nikhil, HOD S&H

Member (Convenor)

Ms. Varsha M, AP CSE

Member

Smt. Shabna Manoj, Sr. Engineer, Keltron Member industry Member/Professional body `

Prof. T. Divakaran

Sri Suresh BabuK V

Member/Local body

Ms. Aswathi PI, S5 CSE

Student Member

Mr. Sunder V

Member/Alumni

To

Chairman and Members of committee AO/HODs.

Department Notice Boards

President/Secretary for kind information

	11: 5. 21 2 - 21 41 5:	
	Minutes of ZOAC Cell Meeting	Dated: 1-9-20
		2000. 1-7-00.
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	Name of the minutes attended the mi	gowy g
	Name of the members attended the m I arc in the reeting Hall	
-		
	Name	Signature
	De Leena A.V.	Dular
2.	Prof T. Divakaran	Bell
	Mr. Ashok Hegde L	Grandline Grandline
	Dr Susan Abraham	Joy 14
5.	Mr. Mary Sonia George.	Martin
6.	Mr. Sgritha Sasjindran	
7.	Ms. Varsha:M	Value
8.	Ms. Leina Novayanan	بعما ١
9.	Ms. Proabha Chandean	- Au
10	Mr. Nikkil m	No.
11,	Mr. Jacob Thomas	& CIL
12	Sunder. Venkistachalam	\$ 14/5°
13.	Aswathi Pl	Star -
14.	Sri. C. C. Mohanan	AM
17		
	Discussions	
	processions	
1.	The TRAC Chairman gaved was	m welcome to
	the authoring She briefed start	the Agenda
	Dr. LEENA AV PRINCIPAL PRI	
	The IAAC Chairman gave of wal the gathering. She briefed about principal principal see manarang gave of the meeting. The JAAC Chairman gave of wal was a see manarang gave of wal principal see manarang gave of the meeting.	
₫	The conments of the external of discussed in the meeting. The conduct I'so certifications.	1751 Rave
	auscussed in the meeting. The	the ba the
	requested to conduct I'so certif	caun got the
	college. 7	and the second s

3,	The Bandwith of the internet increased 10 60 M bPs. Also they another internet service provides	needs to be
إشار الرازي	increased to 60 M bPs. Also they	have asked for
	another internet service provides	
H-	Budget proposal and Utilization co	haels need to
	to be included.	1
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	The expense incurred for one stu- be calculated.	don't need to
~	be calculated.	Later Land
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	They have also suggested to	Subscube for,
	Del in the too He Has 11th it	how needs to
	They have also suggested too Dell Net e - Townals: A Library be incorporated for the Utteration	of the library.
		3 7 7
	Anti Ragging Squad Should be to Should be available in college pr	Cerviled M
8.	All mandatory conmittees need lo	de Joemed.
	7	1. Carlon Comment
9.	Peer Evaluation process was high	lly appreciated-
	Students feed back raken should made known to faculty men	1
	made known to faculty men	ably for improvement
	Index sheets 15 be maintained in	Registery
		gister
12.	The concluded with a late	of Thanks by
	Dr. Susan Abraham.	
	Dr. LEENA A V PRINCIPAL SREE MARANA GURU COLLES ENGINEERING A TECHNOLO ENGINEERING A TECHNOLO PAYYANUR, KANNUR	E OF GY
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SREE NARAYANA GURU COLLEGE OF ENGINEERING AND TECHNOLOGY ,PAYYANUR

OFFICE ORDER

SNGCET/AC/12/2022

4-05-2022

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Sri. C C Mohanan,

Mr. Ashok Hegde L,

Ms. Subitha M B, AP ECE

Mr. Abhilash Krishnan, AP EEE Ms. Shilpa Valsakumar, AP CE

Mr. Arjun Jayaprakash, AP ME

Mr. Nikhil, AP SH

Ms. Jinsha C J , AP CSE

Smt. Shabna Manoj, Sr. Engineer, Keltron

Prof. T.Divakaran

Sri Suresh Babu K V Ms.Aswathi P I . S4/CSE

Mr. Prabha Chandran

Chairperson Coordinator

Member/Management Representative

Member/AO

Member

Member

Member Member

Member(Convenor)

Member

Member/Industry

Member/Professional body

Member/Local body

Student Member

Member/Alumni

Functions:

- Taking lead role in undertaking Academic Audit and to give feedback with the purpose of devising quality enhancement programmes.
- 2. Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- 3. Arrangement for feedback responses from students, on quality related institutional processes. Parents and other stakeholders
- 4. Dissemination of information on the various quality parameters of higher education.

To

Chairman and Members of committee AO/HODs,
Department Notice Boards
CC President/Secretary for kind information

PRINCIPAL

Dr. LEENA PRINCIPAL
SREE HARAYANA GURU COLLEGE
ENGNEERING & TECHNOLOGY
PAYYANUR, KANNUR

	Minutes of Jaac Cell Meeting 2-6-2022
	a transition law data to being the second
	Venue: Principal Room Time: 2-30 p.m.
	Nome of the members attending the
8- 8-5	meeting.
	The second secon
	1. Dr. Leena. A.V. Chavemon Jus
	2. Svi Ashok Hagde. L (Ao) Almil (Co ordination)
	3. May Jones George Colo Carmenter
	4. Mikhil M Cowenol)
	5 Abhilash Crisman (-12 allo 22)
	6. Ayun Jay agrahash Styler (195)
	1 10 n i m
	9. Prabha Chandran. Jan (Dunini)
	10. Ashwathi. Pl Student reprensantil
	Discussion:
	DIS CONSTONE
1.	The I DAC Chairman gave a warm welcome
•	to the gathering. She briefed about the importance
	of IQAC Cell to all the new members
2,	The IQAC Co-ordinator told about the
	External audit Schedule. The KTU has
	Informed that Audit can be scheduled 8th of
	June to 17th Juno,
	DryLEENAAV
3.	The state of the s
	of May orwards. The Department Auditors were
þ	May orwards, the Department Audilors were
	is to be submitted by 4th of June.
Age	10 be summed by your of June.
Tyl	10

4	The Department Auditory have completed the audit and said the report by 4th of June.	not fully
	completed the audit and said	would submit
le capt	the report by 4th of June.	Vennera
		And the second of the second
<u></u> 5.	As we are trying for Accred	itation cortain
	discripencies are still there is	· vaeious
	As we are trying for Accred discripencies are still there is departments one which we are	working to
	improve it.	h ive of
	commence the transfer of the section has	180 A 18
6.	Suggestions were sought from 17 and the Chareman informed of CMS software would soon he	te members
	and the Chairman informed	that new
	CMS software would soon be	takan Availse
		당시 경우 하다는 이 사람들이 있다면 하는 것이 없어요.
7.	Also the Department Auditor. Mr. Jinsha has relieved from the Mr. Nimisha would be the nex	from CBE
	Mr. Jinsha has relieved from the	e Collage and
1 - FAN	Ms. Nimisha would be the nex	t Co-ordinator
,	feom CSE.	•
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	Dr. LEENA A V PRINCIPAL SREE MARNYAN GURU COLLEGE O	1 10
2 1	SREE MARAYANA GUINO ON ENGINEERING & TECHNOLOGY- ENGINEERING & TECHNOLOGY- PAYYANUR, KANNUR	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
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SREE NARAYANA GURU COLLEGE OF ENGINEERING & TECHNOLOGY **PAYYANUR** OFFICE ORDER

SNGCET/AC/05/2020

1-02-2020

INTERNAL QUALITY ASSURANCE CELL(IQAC)

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Dr V K Janardanan, Principal Chairman Prof Mary Soniya George Co-ordinator Prof CC Mohanan

Member/MR Lt Col Praveen Member/Admn Officer Prof Sreeraji Narayanan, CSE

Member/convener Prof Leena Narayanan, ECE Member

Prof Abhilashkrishnan, EEE Member Prof D Sujith, CSE Member Prof Shilpa Valsakumar,CE

Member Prof Nikhil, SH Member Prof K Lipin ME Member

Shri S Mukundan, Scientist, VSSC Member/Industry Dr B Santhosh

Member/Prof body Smt Sobha Kaleeswaram Member/Local body Mr Junaith Ahemed KV, S3/ME Student member

Mr Ayushraj PP Member/Alumni

Functions:

- Taking lead role in undertaking Academic Audit and to give feedback with the 1 purpose of devising quality enhancement programmes.
- Facilitating the creation of a learner-centric environment conducive for quality 2 education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback responses from students, parents and other 3 on quality related institutional processes. 4

Dissemination of information on the various quality parameters of higher education.

To All concerned/members CC

Director Academic, KTU President/Secretary for kind information

PRINCIPAL 1/2

Online Minutes of I. DAC meeting	21-10-2020
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Name of the members of attending the	
meeting.	
- tent	
1 Mary Some George (10-ordinatos)	
2. Steerage Nae ayanan (CSE)	
3. Leena Naeayaran (ECE)	(o. Just
	and wal
6. Chille Vallabunes (15)	Due 30 votus correl not
7. Nikhil (HeS)	C Noto
Discussion:	
Now due la Corona only online n	recting was
Conducted and The LAAC co-ordinal	to welcome
The members.	
A chart manetic was conducted	- 1. ·/ +
it all andit data and data	e all and the
to able as the interest	have asked
L- Indian at , See MARYANA GURIO CON	pour in the
ENGINEERING & LECTURE PATYANUR, KANNUR	
The date of the internal audit to	lough CMS
uras de cided as 27-10-2020.	/
The ancorps in the problem of audit	ing -was address
\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	/
	Online Minutes of IDAC meeting Name of the members of attending the meeting. I Mary Sonia Geoege (10-ordinates) 2. Sreoraji Narayanan (CEE) 3. Leena Narayanan (EEE) 4. Abhilash Krishnan (EEE) 5. D. Sujith (System Administrate) 6. Shilpa Valsakumar (CE) 7. Nikhil (HlS) 8. K. Lipin (ME) Discussion: A Short meeting was conducted to internal audit date as futto to upload the internal audit to permat. The date of the internal audit to was do aided as 27-10-2000. The oncorpa in the pigblem of audit.

21-11-3020	Driver Advantes
by the	system administrator.
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	lay South
	Jan John Golf 2020
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	and the second of the second o
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	Vue
1	Dr. LEENA A V PRINCIPAL SREE MARAYAN GURU COLLEGE OF ENGINEERING & TECHNOLOGY ENGINEERING & TECHNOLOGY PAYYANUR, KANNUR
	SREE MARAYARA GOLDOGY ENGINEERING & TECHNOLOGY PAYYANUR, KANNUR

SREE NARAYANA GURU COLLEGE OF ENGINEERING & TECHNOLOGY **PAYYANUR**

OFFICE ORDER

SNGCET/AC/02/2019

16-09-2019

INTERNAL QUALITY ASSURANCE CELL(IQAC)

The internal quality assurance cell (IQAC) is herby reconstituted as directed by KTU to Oversee and monitor all the academic activities including all internal evaluations and examinations with the functions as below. The IQAC has to submit report to the undersigned every quarter so as to submit to the University.

Dr V K Janardanan, Principal Chairman Prof Mary Soniya George Co-ordinator Prof CC Mohanan Member/MR Lt Col Praveen Member/Admn Officer Prof Sreeraji Narayanan,CSE Member Prof Leena Narayanan, ECE Member Prof Abhilashkrishnan, EEE Member Prof D Sujith, CSE Member Prof Shilpa Valsakumar,CE Member Prof Nikhil, SH Member Prof T Sreenith, ME Member/Convenor Shri S Mukundan, Scientist, VSSC Member/Industry

Dr B Santhosh Member/Prof body Smt Sobha Kaleeswaram Member/Local body Mr Junaith Ahemed KV, S3/ME Student member Mr Ayushraj PP Member/Alumni

Functions:

Τo

CC

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- Taking lead role in undertaking Academic Audit and to give feedback with the 1 purpose of devising quality enhancement programmes.
- Facilitating the creation of a learner-centric environment conducive for quality 2 education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback responses from students, parents and other stakeholders 3 on quality related institutional processes.

Dissemination of information on the various quality parameters of higher education. 4

All concerned/members

Director Academic, KTU for kind information

	Mimules of from 1 1 QAC Meeting minus 1 months
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	the meeting.
	Name of the members attended the first meeting of
	Interal Quality Assurance Cell (IRAC) on 23/09/2019
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	Name hand the same Gigo 400
1	Name Dr. V. K. Janardhanan (Charman) Lt. Col. Pravion (Adminstrate afficer) Ab 2359
2	Lt. Col. Pravier (Adminstrate ather)
ઙ	Prof. Mary Somya George (Co-ordinator) 23/9/19
4	Prof. Greenth of Convenor
5	prof. Bujith. D (System Admi) prof. Abhalash. Krushman. (EEE) prof. Greeraji Narrayaman (CSE) prof. Leene Narrayaman (ECE)
6	prof. Abhalash. Grustman (EEE)
7	prof. Greeraji Narayonon (CSE)
8	prof. Legue Naranaman (ECE)
9	Doof. Nikial. M (SAH)
W	prof. Shipa Valsakumer (CE)
11.	Mr. Junied A hemiel K.V (S&ME)
12	Mr. Ayushraj. P.P (Alumani)
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	1 to be and Congression which it
1	Dr. Leene A. V (NBA Co-ordinalia)
2	Mr. Prakashan (Contral Library) Protes
૩	Mr. Vyjith. A.N (ASM. Accounts offices)
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	Dr. LEENA AV PRINCIPAL INFO
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,	Discussions / Decisions.
D	Principal, Dr. V. K. Jangodhaman Chamman of 10AC adversed
10	Man of the members it is to be and for any
a	Prof. Mary Sonia George . B co-ordinator of IRAC presented a
	ppT about interenal Quality Assurance Cell (IQAC) and briefed
	about New accademic audit Manual.
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	of interal and and it is decided to conduct fine to audit
	from aliolia to 11/w/19 with No cleany dute of 15/w/4.
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4).	Dorf Mary Comi George B briefred about college specific documents
	to be kept by affice and control library. Mr. Droakashkumu
	manifemiel of books.
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5	Dr. Liena . A.V (NBA Coordinanto) to asked the givery about how to
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	mosorperate the 1000 with NBA cul for futin purpose.
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