

IQAC meeting minutes

Date: 14/01/2022

Time: 2.00PM

Mode: online

Agenda

1. First internal audit
2. Others, if any.

Attendees

1. Sri. Sunil T T, IQAC Chairman
2. Smt. Remya R S, IQAC convener
3. Sri. Sabeena M, IQAC member
4. Sri. Anjali M, IQAC member
5. Smt. Anuradha P V, HOD, EC
6. Smt. Suma L S, HOD, CS
7. Sri. Sreejith S, HOD, EEE

Meeting Minutes

The meeting was convened as per the schedule and discussed the above mentioned agenda. Meeting discussed the reconstitution of the audit team.

Decisions

1. Decided to schedule the audit from 27/1/22 to 31/1/22.
2. Decided to reconstitute the audit team as follows.
 - ECE - Ms. Sabeena M, Ms. Mili Roslin Mathews, Ms. Anisha Antex
 - EEE - Ms. Anjali, Ms. Vani, Ms. Krishnendu
 - CSE - Ms. Syama S R, Ms. Aleena, Ms. Meenu, Ms. Remya R S

Action Taken

1. First audit is scheduled as per decision 1 and notice is circulated .
2. Audit teams were prepared as per decision 2 and are directed for inter department audit.

Internal Audit Cell
College of Engineering Attungal