


# ROYAL COLLEGE OF ENGINEERING & TECHNOLOGY

## Minutes of IQAC Meeting

Name of the meeting: IQAC Meeting	Date:03.04.23
Name of the Facilitator: Principal	Time: 10.00 AM
Meeting type: Scheduled	Venue: Conference Room, RCET
<b>Attendees</b>	
Dr.Devi.V Principal	Dr.Kiran P
Ms.Amrutha M Chemmanur , IQAC Director	Mrs.Prajitha
Dr. N.Muthukumaran , IQAC Coordinator	Ms.Ishana Mohamed
<b>Agenda</b>	
1. NBA MOCK AUDIT –Preparation of files 2. .Any other matter	

SL.NO	DECISION	RESPONSIBILITY
1	Reviewed the previous meeting minutes and the progress has been evaluated	IQAC Coordinator
2	It is decided to conduct the NBA MOCK AUIDT on 04.04.23	NBA Coordinator
3	Briefed the audit procedures to all the members by NBA Coordinator	NBA Coordinator
4	IQAC Director thanked all the members present in the meeting	

Prepared by

  
Dr.N.Muthukumaran  
IQAC Coordinator

Approved by

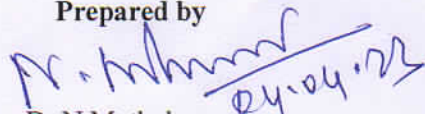
  
Dr. Devi V  
Principal

ROYAL COLLEGE OF ENGINEERING & TECHNOLOGY:THRISSUR  
INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

04.04.2023	
SL.NO	ACTION TAKEN
1	NBA Mock Audit check list circulated
2	It is planned to conduct the audit as per the schedule
3	NBA Mock Audit Scheduled and conducted on 04.04.23

Prepared by

  
Dr.N.Muthukumar  
IQAC Coordinator

Approved by

  
Dr. Devi V  
Principal