

# ROYAL COLLEGE OF ENGINEERING & TECHNOLOGY

## Minutes of IOAC Meeting

Name of the meeting: IQAC Meeting	Date:03.05.23
Name of the Facilitator: Principal	Time:11.30 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
Mrs.Savitha Vasudevan	Ms.Rehna C.A
Ms.Insha Muhamed	Mrs.Athira Premkumar
Ms.Rinuchara Cherian	Ms.Neethu K
Mr.Dinto Thomas	Mr.Sabithy.K
Mr.Pillu V.M	Mr.Jomon K.Charley
Mrs.Elsa P.J	Mrs.Prajitha
<b>Agenda</b>	
National Conference on Emerging Technologies NCET-2023.	

SL.NO	DECISION	RESPONSIBILITY
1	Reviewed the previous meeting minutes and the progress has been evaluated	IQAC Coordinator
2	It is decided to conduct NCET 2023 on 12.05.2023 as per schedule	NCET 2023 Convener
3	Briefed the committee members about the arrangements to be done for the smooth conduct of the conference	NCET 2023 Convener
4	IQAC Director thanked all the members present in the meeting	

Prepared by

*Dr. N. Muthukumaran*  
Dr.N.Muthukumaran  
IQAC Coordinator  
03.05.23

Approved by

*Dr. Devi V*  
Dr. Devi V  
Principal

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

ACTION TAKEN REPORT

04.05.2023	
SL.NO	ACTION TAKEN
1	NCET 2023 Committee members briefed the work progress related to conference
2	It is decided to conduct the conference in Hybrid Mode( offline/online) for the benefit of all the members

Prepared by

*N. Muthukumaran*  
Dr.N.Muthukumaran  
IQAC Coordinator

Approved by

*Dr. Devi V*  
Dr. Devi V  
Principal