

ROYAL COLLEGE OF ENGINEERING AND TECHNOLOGY

Minutes of IQAC Meeting

Name of the meeting: IQAC Meeting	Date: 28/03/2025	
Name of the Facilitator: Principal	Time: 2.15 pm	
Meeting type: Scheduled	Venue: Conference Room, RCET	
Attendees		
Mr V P Salim, CEO	Dr. P Suresh Venugopal, Principal	
Ms. Amrutha Chemmannur, IQAC Director	Dr. Shanavas S. HoD/ME	
Dr Anfas Mukram, Assoc Professor/ME	Ms Lemya Sainudeen, IQAC Coordinator	
Ms Ihsana Muhammed, AP/CSE	Ms. Asheera L -AP/ASH	
Ms Radhika E R, AP/ECE	Ms Savitha Vasudevan, AP/ECE	
Ms Mini Ittoop, KTU Coordinator	Ms Anumol, AP/AD	
Ms Sharmila K P, Administrative Officer	Ms Aiswarya Premdilip, AP/CE	
Agenda		
Reconstitution of the IQAC Team and suggestions for the upcoming Academic Year related to NAAC and NBA		
SI No.	Decision	Responsibility
1	It is decided to reconstitute the IQAC team including all the Head of the Departments and NAAC Coordinators.	IQAC
2	All NBA and NAAC-related files are to be updated promptly in anticipation of the NBA and NAAC visits scheduled for the year 2026.	NBA and NAAC Coordinators
3	A meeting is to be conducted with the respective NBA and NAAC teams to streamline documentation and address any gaps in compliance. Departments are directed to begin internal reviews and maintain updated records in accordance with accreditation requirements.	NBA and NAAC Coordinators
4	It is decided that the college will proceed with applying for NIRF (National Institutional Ranking Framework). The RCET Survey and Ranking Committee (RSRC) coordinator will oversee and manage all activities and documentation related to the NIRF.	RSRC

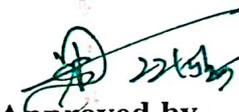
5	<p>It is discussed that all updates related to AMS (Academic Management System) and FMS (File Management System) must be completed in a timely and organized manner.</p> <p>Concerns regarding Linways were raised, specifically the need to include and effectively utilize the NAAC and NBA modules.</p> <p>It is agreed that further discussion with the Linways support team may be needed to address any technical or functional gaps.</p> <p>It is decided to schedule a follow-up session to review the implementation of NAAC and NBA modules in Linways and gather feedback from users.</p>	AMS Coordinator
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Prepared by
Ms Lemya Sainudeen
IQAC Coordinator



Verified by
Ms Amrutha M Chemmanur
IQAC Director



Approved by
Dr. P Suresh Venugopal
Principal