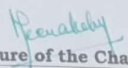
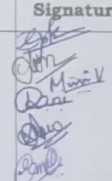


Actions to be taken:	
Actions	Assigned to:
To inform faculty members about the audit dates and to update the documents.	Department IQAC Coordinators
End Time:	11.00 am
	 Signature of the Chair Person

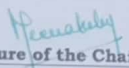
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GOVERNMENT ENGINEERING COLLEGE PALAKKAD		
MINUTES OF MEETING		
QR/QMS-22		
Meeting Title	IQAC Meeting	
Date and Time	5 th July 2024 & 1.30 pm	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Actions Taken - Previous Meeting 2. IQAC Activities	
Attendees	Name	Signature
	1. Dr. Dhanya K.M. 2. Prof. Sajith U.K. 3. Dr. Mini V. 4. Dr. Rani M.R. 5. Prof. Aswini K.B. 6. Prof. Mumthas O.Y.	
Minutes keeper	IQAC Coordinator	
Discussions and Decisions:		
1. Actions Taken (Previous Meeting): a) Conducted first internal auditing of current even semesters.		
2. IQAC Activities: a) To inform faculty members to update the course diaries with the following details: • Second assessment questions and marks • Assignment-2 questions and marks • Internal marks • CO-PO/PSO attainment b) To maintain student internship and placement records for auditing. c) To maintain summary report of faculty evaluation for each semester along with A1, A2, A3, B, C and D files.		

- d) To schedule second internal auditing of the departments in second week of July 2024.
- e) To instruct faculty members to ensure that their files are complete in all aspects.

Actions to be taken:

Actions	Assigned to:
1. To inform faculty members about the matters discussed in the meeting and act accordingly.	Department IQAC Coordinators
End Time:	2.30 pm
 Signature of the Chair Person	

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**MINUTES OF MEETING**

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	26 th July 2024; 11.00 am	
Venue	IT 211	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Actions Taken-Previous Meeting 2. IQAC Activities	
Attendees	Name	Signature
	1. Dr. Dhanya K.M. 2. Dr. Rani M.R. 3. Prof. Sajith U.K. 4. Dr. Aboobacker P. 5. Prof. Naseer C. 6. Prof. Aswini K.B. 7. Dr. Chithira P. R 8. Dr. Mini V.	
Minutes keeper	IQAC Coordinator	

Discussions and Decisions:**1. Actions Taken (Previous Meeting):**

Informed faculty members to update their files for second internal audit.

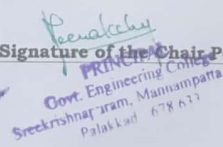
2. IQAC Activities:

- 1) The IQAC coordinator informed the following matters which were discussed in the college council meeting on 24th July 2024:
 - a) To reschedule the second internal auditing to 30th and 31st July 2024. The audit has been postponed because most of the faculty members were attending the valuation camp.
 - b) To give the responsibility to ISO members of each department for uploading the files in ISO format to IQAC drive.
 - c) To instruct students to strictly adhere to the B.Tech S8 internship revised order, U.O. No. 3068/2023/KTU dated 25.11.2023 so that IQAC recommendation can be forwarded at least three weeks before the commencement of the Eighth Semester classes.

- 2) To inform faculty members to initiate the preparation of course plan of current odd semesters in etlab.
- 3) Formed a new audit team for second internal auditing as IQAC members from CSE and ECE departments have been changed.

Department	Auditors
CE	Dr. Mini V, Dr. Aboobacker P
CSE	Dr. Rani M.R., Dr. Chithira P
IT	Prof. Naseer C., Prof. Sajith U.K.
ME	Dr. Dhanya K.M, Prof. Aswini K.B.
EEE	Dr. Dhanya K.M, Prof. Aswini K.B.
ECE	Dr. Aboobacker P., Dr. Rani M.R.
Applied Science	Prof. Sajith U.K, Dr. Chithira P. R.

Actions to be taken:

Actions	Assigned to:
To inform faculty members about the matters discussed in the meeting and act accordingly.	Department IQAC Coordinators
End Time:	11.45 am
  Signature of the Chair Person Sreekrishnarajam, Mannampatta Palakkad 678 633	

GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	21 st Aug 2024 & 1.30 pm	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Actions Taken - Previous Meeting 2. IQAC Activities	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Prof. Sajith U.K.	
	4. Dr. Aboobacker P.	
	5. Prof. Aswini K.B.	
	6. Dr. Chithira P. R.	
	7. Dr. Mini V.	
Minutes keeper	IQAC Coordinator	

Discussions and Decisions:

1. Actions Taken (Previous Meeting):

- a) Conducted second internal auditing of previous even semesters. Informed faculty members to update their documents incorporating auditor's remarks.

2. IQAC Activities:

- a) To inform faculty members to initiate the preparation of course diary of current odd semesters in etlab.
- b) To instruct faculty members to complete their previous semester files in all aspects.
- c) To recommend departments to conduct Class Committee/PTA meetings for each class before 30th Sep 2024.

d) Prepared common course committees for the current odd semester courses.

Actions to be taken:

Actions	Assigned to:
1. To inform faculty members about the matters discussed in the meeting and act accordingly.	Department IQAC Coordinators

End Time: 2.30 pm

Signature of the Chair Person

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Common Course Committee-B.TECH

Odd Semester : 2024-2025

Semester/Course	Convener	Members
S3	Mr Aboobacker P	Mr RANJITH KR(Maths)
S3	Mr Jassim Kakkattil	Ms KRISHNA M M(CE)
S3	Ms Sujo Vasu	Ms Athira Prem(IT)
S3	Mr Binu R	Ms Vijiha NK(CE)
S5	Mr Jillesh C P	Mr Sayan P V(CE)
S7	Dr Remesh Babu K R	Mr Nirmal MR(CE)
	Dr Anitha R	Mr ASKKAR ALI P(ME)
		Ms PAVITHRA K N(EEE)
		Mr Haryhar A S(EEE)
		Ms GAVATHRI A(CE)
		Ms HARDHI S(CE)
		Ms FATHIMA S(CE)
		Ms Athira Prem(IT)
		Ms ARYA A S(ME)
		Ms Shivama T R(EEE)
		Ms JASNA M
		Mr ADITH M
		Mr Sujith S
		Mr SUMANJAL M(ME)



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GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	16 th Oct 2024 & 11.30 am	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Actions Taken - Previous Meeting 2. IQAC Activities	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Prof. Sajith U.K.	
	4. Dr. Aboobacker P.	
	5. Dr. Anisha A.	
	6. Prof. Aswini K.B.	
	7. Dr. Chithira P. R.	
	8. Dr. Mini V.	
Minutes keeper	IQAC Coordinator	
Discussions and Decisions:		
1. Actions Taken (Previous Meeting):		
a) Informed faculty members to complete their previous semester documents in all aspects.		
b) Informed faculty members to arrange common course committees, class committee and PTA meetings in the current semester.		
2. IQAC Activities:		
a) To conduct first internal auditing of current odd semesters on 23 rd and 24 th Oct 2024.		

- b) To inform faculty members to upload their documents in IQAC drive for auditing.
- c) To ensure that the tutors have collected feedback from students (faculty evaluation) for the first audit period.
- d) Formed internal audit team for the current odd semester auditing.

Department	Auditors
ECE	Dr. Dhanya K.M, Prof. Sajith U.K.
CSE	Dr. Rani M.R., Dr. Chithira P, Dr. Aboobacker P
IT	Prof. Naseer C., Dr. Anisha A.
ME	Dr. Lisy E.R., Dr. Chithira P, Dr. Aboobacker P
EEE	Dr. Rani M.R., Dr. Anisha A.
CE	Dr. Dhanya K.M, Prof. Sajith U.K.
Supporting Dept.	Dr. Lisy E.R., Prof. Naseer C.

Actions to be taken:

Actions	Assigned to:
1. To inform faculty members about the matters discussed in the meeting and act accordingly.	Department IQAC Coordinators
End Time:	12.30 pm
 Signature of the Chair Person	



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GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	19 th Nov 2024 & 1.30 pm	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Actions Taken - Previous Meeting 2. IQAC Activities	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Prof. Sajith U.K.	
	4. Dr. Aboobacker P.	
	5. Prof. Naseer C.	
	6. Dr. Chithira P. R.	
	7. Dr. Anisha A.	
	8. Dr. Lisy E.R.	
	9. Prof. Aswini K.B.	
Minutes keeper	IQAC Coordinator	
Discussions and Decisions:		
1. Actions Taken (Previous Meeting):		
a) Conducted first internal auditing of current odd semesters.		
2. IQAC Activities:		
a) To schedule the second internal auditing of B.Tech (S3, S5, S7) and M.Tech courses on 26 th and 27 th Nov 2024.		
b) To conduct auditing of S1 semesters only after the first series exams in Dec 2024.		

c) To inform faculty members to update the course diaries with the following details:

- Second series exam marks, question paper and answer scheme
- Internal marks
- CO-PO/PSO attainment

d) To maintain internship and placement records in addition to A1, A2, A3, B, C and D files in the department for auditing.

e) The internship request submitted by an S7 CSE student was verified and approved by the IQAC committee and forwarded to Principal for further actions. (Nandana V.S.)

f) To inform S7 students to submit the internship requests at the earliest so as to abide by the KTU circular, U.O. No. 3068/2023/KTU dated 25.11.2023.

Actions to be taken:

Actions	Assigned to:
1. To inform faculty members about the internal auditing.	HoDs and Department IQAC Coordinators
End Time:	2.30 pm
 Signature of the Chair Person	



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GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	26 th Nov 2024 & 10.00 am	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Internship Request	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Prof. Sajith U.K.	
	4. Dr. Aboobacker P.	
	5. Prof. Naseer C.	
	6. Dr. Chithira P. R.	
	7. Dr. Anisha A.	
	8. Dr. Lisy E.R.	
Minutes keeper	IQAC Coordinator	

Discussions and Decisions:

a) The internship request submitted by the following IT students were verified:

- Viswanatha Kartha V (S7 IT)
- Mohammed Ashiq Rahman V.P (S7 IT)

The IQAC committee approved the submissions and recommended to forward it to Principal for further actions.

Actions to be taken:

Actions	Assigned to:
1. To forward the requests to Principal.	Department IQAC Coordinator
End Time:	10.30 am
Signature of the Chair Person	



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GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	5 th Dec 2024 & 1.00pm	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Actions Taken - Previous Meeting 2. IQAC Activities 3. Internship Requests	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Prof. Askkar Ali P.	
	4. Dr. Aboobacker P.	
	5. Prof. Naseer C.	
	6. Dr. Chithira P. R.	
	7. Dr. Anisha A.	
	8. Dr. Lisy E.R.	
Minutes keeper	IQAC Coordinator	

Discussions and Decisions:

1. Actions Taken (Previous Meeting):

- a) Conducted second internal auditing of previous odd semesters (S3, S5 and S7).

2. IQAC Activities:

- a) To inform faculty members to update their previous semester documents incorporating auditor's remarks so as to make it complete in all aspects.
- b) To inform faculty members to complete the course mapping of S8 and initiate the preparation of course diary in etlab.
- c) The internship requests of Antony Jaison and Thulasi J.Pisharadi (S7 IT) were

verified and approved by the IQAC committee and forwarded to Principal for further actions.

- d) The internship request submitted by Rithin V (S7 EEE) was examined and found that his CGPA is only 6.11. The EEE dept has highlighted the merit of his internship area and recommended him to undertake it. Considering the recommendation of EEE department and Footnote #1 of KTU U.O.No.3068/2023/KTU dated 25/11/2023, the IQAC committee decided to recommend and forward his request to Principal for further actions.

Actions to be taken:

Actions	Assigned to:
1. To inform faculty members about the matters discussed in the meeting and act accordingly.	HoDs and Department IQAC Coordinators
End Time:	1.30 pm



Signature of the Chair Person
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GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	6 th Feb 2025 & 12.30 pm	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	1. Common Course Committees 2. IQAC Audit	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Prof. Sajith U.K.	
	4. Dr. Aboobacker P.	
	5. Prof. Naseer C.	
	6. Dr. Chithira P. R.	
	7. Dr. Anisha A.	
	8. Dr. Lisy E.R.	
Minutes keeper	IQAC Coordinator	

Discussions and Decisions:

1. Actions Taken (Previous Meeting):

Informed faculty members to complete their documents in all aspects.

2. IQAC Activities:

- Constituted course committees for common courses of all the programmes in the current even semesters.
- Decided to conduct auditing of previous S1 semesters of B.Tech and M.Tech along with first auditing of current even semesters in the 2nd week of March 2025.

Actions to be taken:

Actions	Assigned to:
1. To inform faculty members about the matters discussed in the meeting and act accordingly.	HoDs and Department IQAC Coordinators
End Time:	1.30 pm
Signature of the Chair Person	



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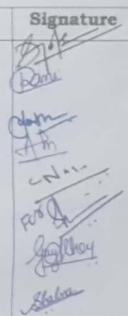
GOVERNMENT ENGINEERING COLLEGE PALAKKAD
Common Course Committees 2024-2025
Even Semester 2024-2025

Sem	Course	CE	CSE	ECE	EEE	IT	ME
S2	EST 102 Programming in C		Ruksana CP	Sourmya CP	Sujith S	Vinayachandran	
S2	GXEST 203 Foundations of Computing from Hardware Essentials to Web Design		Savyan PV	Dr. Sheela VK		Susmitha	
S2	UCEST 206 Engineering Entrepreneurship and IPR	Ashima A Rahman	Adith A	Nirmal MR	Haryhar AS	Dr. Remesh Babu	Dr. Ambilikumar
S1/S2	UCHUT128 Life Skills and Professional Communication	Vijitha		Vipil K			Arya
S2	GXESL208 IT Workshop		Savyan PV	Gargi S	Muhammed Harris K	Anoop SKM	
S4	MCN 202 Constitution of India	Shima NP	Kala MT	Vipil K	Haryhar AS	Sulo Vasu	Askar Ali P
S4	EST200 Design and Engineering	Neena RB	Binu R	Jithesh CP	Harris/Sujith S	Vinayachandran	Navneeth MS
S4	HUT 200 Professional Ethics			Hariprasad B			
S6	HUT 310 Management for Engineers				Mini V		

06-02-25



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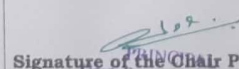
GOVERNMENT ENGINEERING COLLEGE PALAKKAD			
MINUTES OF MEETING			
QR/QMS-22			
Meeting Title	IQAC Meeting		
Date and Time	7 th April 2025 & 1.00 pm		
Venue	IT Dept. Library		
Meeting called by	IQAC Coordinator		
Chairperson	Principal		
Agenda	1. Faculty Industrial Training 2. Audit		
Attendees	Name 1. Dr. Dhanya K.M. 2. Dr. Rani M.R. 3. Prof. Sajith U.K. 4. Dr. Aboobacker P. 5. Prof. Naseer C. 6. Dr. Lisy E.R. 7. Prof. Gayathri A. 8. Prof. Shabna Mohammed M	Signature 	
Minutes keeper	IQAC Coordinator		
Discussions and Decisions:			
1. As per the Order No. CAS/11314/24/DTE dated 23.01.2025 and CAS/382/DTE/25 dated 13.02.2025, the following faculty members who have completed industrial training before January 23, 2025, have submitted their requests along with training certificates for ratification.			
SL.NO	FACULTY NAME & DESIGNATION	INDUSTRIAL TRAINING	PERIOD
1	Dr. SHEELA V K Assistant Professor in Electronics and Communication Engineering	PYTHON AND ITS APPLICATIONS (DIABETES PREDICTION)	28-04-2023- 14-05-2023

2	Dr. RANI M R Assistant Professor in Information Technology	PYTHON AND ITS APPLICATIONS (DIABETES PREDICTION)	28-04-2023- 14-05-2023
3	Dr. ANITHA R Assistant Professor in Electronics and Communication Engineering	PYTHON AND ITS APPLICATIONS (BRAIN TUMOR DETECTION)	11-05-2023- 24-05-2023
4	Dr. SAJITHA M Assistant Professor in Information Technology	PYTHON PROGRAMMING (BRAIN TUMOR DETECTION)	14-06-2024- 30-06-2024
5	Dr. DHANYA K M Associate Professor in Information Technology	PYTHON PROGRAMMING	14-12-2024- 30-12-2024
6	Dr. ANISHA A Assistant Professor in Civil Engineering	STAAD.PRO (LEVEL 1- BASIC) (ANALYSIS & DESIGN OF A MULTISTORED BUILDING)	20-12-2024- 02-01-2025
7	Dr. ANISHA A Assistant Professor in Civil Engineering	STAAD.PRO (LEVEL 2- ADVANCED)	06-01-2025- 20-01-2025

The IQAC verified their documents and found that they have successfully completed two weeks industrial training in Academy of Skill Development, an enterprise registered under UDYAM of the Ministry of Micro, Small and Medium Enterprises (MSME), Govt. of India, and is accredited by the International Accreditation Forum (IAF) and complies with ISO 9001:2015 quality management standards. The IQAC ratified their submissions and recommended to forward it to Principal for further actions.

2. Decided to schedule the internal auditing in the 3rd week of April 2025.

Actions to be taken:

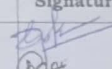
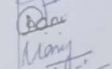
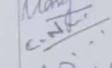
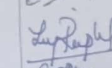
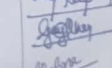
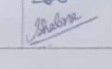
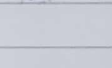
Actions	Assigned to:
1. To forward the requests to Principal.	IQAC Coordinator and Dept. IQAC Coordinators
2. To inform faculty members about the audit dates.	
End Time:	1.30 pm
 Signature of the Chair Person Breekrishnapuram, Mannampalattu, PC Palakkad - 678 671	



GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	24 th April 2025 & 1.30 pm	
Venue	IT Dept. Library	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	Faculty Industrial Training	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Sri. Manoj P.J.	
	4. Sri. Naseer C.	
	5. Dr. Lisy E.R.	
	6. Smt. Gayathri A.	
	7. Smt. Shabna Mohammed M	
Minutes keeper	IQAC Coordinator	

Discussions and Decisions:

1. As per the Order No. CAS/11314/24/DTE dated 23.01.2025, the following faculty members have submitted requests to undertake two weeks industrial training during May-June 2025.

SL.NO	FACULTY NAME & DESIGNATION	INDUSTRIAL TRAINING
1	Ms. Lincy K Assistant Professor in Electronics and Communication Engineering	KELTRON, Kuttipuram
2	Dr. Anitha R Assistant Professor in Electronics and Communication Engineering	KELTRON, Palakkad

3	Ms. Gayathri A. Assistant Professor in Electronics and Communication Engineering	KELTRON, Palakkad
4	Dr. Joseph Peter Assistant Professor in Electronics and Communication Engineering	KELTRON, Palakkad
5	Dr. Sajitha M Assistant Professor in Information Technology	KELTRON, Palakkad
6	Dr. Rani M R Assistant Professor in Information Technology	KELTRON, Palakkad
7	Mr. Shijin Knox G.U. Assistant Professor in Information Technology	KELTRON, Palakkad
8	Mr. Ebey S. Raj Assistant Professor in Information Technology	KELTRON, Palakkad
9	Dr. Dhanya K M Associate Professor in Information Technology	KELTRON, Palakkad
10	Mr. Vidhun M. Assistant Professor in Electrical Engineering	Kerala Electrical and Allied Engineering Co. Ltd., Edarikod, Kottakal
11	Mr. Muhammedali Shafecque Assistant Professor in Electrical Engineering	Kerala Electrical and Allied Engineering Co. Ltd., Edarikod, Kottakal
12	Mr. Muhammad Farooque E.K. Assistant Professor in Electrical Engineering	Kerala Electrical and Allied Engineering Co. Ltd., Edarikod, Kottakal

The IQAC verified their submissions and recommended to forward it to Principal for further actions.

Actions to be taken:

Actions	Assigned to:
To forward the requests to Principal.	IQAC Coordinator
End Time:	2.00 pm

Signature of the Chair Person

PRINCIPAL

Govt. Engineering College
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Palakkad 678 633



GOVERNMENT ENGINEERING COLLEGE PALAKKAD

MINUTES OF MEETING

QR/QMS-22

Meeting Title	IQAC Meeting	
Date and Time	22 nd May 2025 & 1.00 pm	
Venue	IT211 Lab	
Meeting called by	IQAC Coordinator	
Chairperson	Principal	
Agenda	Faculty Industrial Training	
Attendees	Name	Signature
	1. Dr. Dhanya K.M.	
	2. Dr. Rani M.R.	
	3. Sri. Manoj P.J.	
	4. Sri. Naseer C.	
	5. Dr. Mini V	
	6. Smt. Gargi S	
	7. Smt. Aswini K.B.	
Minutes keeper	IQAC Coordinator	

Discussions and Decisions:

- As per the Order No. CAS/11314/24/DTE dated 23.01.2025, the following faculty members have submitted requests to undertake two weeks industrial training during June 2025.

SL.NO	FACULTY NAME & DESIGNATION	INDUSTRIAL TRAINING
1	Dr. Sheela V.K. Assistant Professor in Electronics and Communication Engineering	KELTRON, Palakkad
2	Smt. Ruksana N. Assistant Professor in Computer Science and Engineering	KELTRON, Palakkad

3	Smt. Liji L. Dominic Assistant Professor in Computer Science and Engineering	KELTRON, Palakkad
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The IQAC verified their submissions and recommended to forward it to Principal for further actions.

Actions to be taken:

Actions	Assigned to:
To forward the requests to Principal.	IQAC Coordinator
End Time:	1.15 pm
	 Signature of the Chair Person PRINCIPAL Govt. Engineering College Sreekrishnapuram, Mannampatti - P.O. Palakkad - 678 633