



IQAC-MINUTES OF MEETINGS

Name of the meeting : Principal –IQAC- HoD meeting	Ref No	IIET/IQAC/MOM/2025-26/003
Venue : Principal chamber	Date & Time of Meeting	8/08/2025 & 12.30 P.M
Members Present		
Principal	Dr.S Senthilkumar	
IQAC Coordinator	Ms. Saniya Salim	
Dy-IQAC Coordinator	Mr Magudeswaran S	
Exam Cell Coordinator	Ms Aleena Rahman	
HoD (I/C) - Civil	Ms. Ann Maria jose	
HoD (I/C) – CSE	Ms.Thasni K M	
HoD (I/C) - AI & ML	Ms Meenu Paulose	
HoD (I/C) – ECE	Ms Shelja Jose	
HoD (I/C) – EEE	Ms Aswathi Gopi	
HoD (I/C) – Basic Science	Ms Ancy Skaria	
Assistant Professor	Mr Rahul Prakash	

AGENDA

- Result Analysis of semester 6
- Academic Coordinator
- Monthly attendance Report



**INDIRA GANDHI
INSTITUTE OF ENGINEERING
AND TECHNOLOGY**



Approved by AICTE, Affiliated to A.P.J. Abdul Kalam Technological University, Kerala.
Nellikuzhi PO, Kothamangalam, Ernakulam Dt., Kerala - 686691. www.iiet.org.in

Discussions and Decisions:

S.No	Points discussed	Targeted Date	Responsibility	Remarks
1	Principal discussed the result analysis of semester 6 of all departments and inform that there will be a meeting with CEO	11 th August 2025	All Hod's and staff members	
2	Informed about the additional responsibility of academic coordinators for smooth functioning	N/A	Mr Rahul Prakash to monitor CSE and AI&ML Mr Magudeswaran to monitor Basic science,CE,EEE &ECE	
3	Head of the Department are directed to send monthly attendance Report to the parents as prescribed format send by IQAC	11 th August 2025	All HoD's and class tutors	


Ms. Sahiya Salim
IQAC Head


Dr. S Senthilkumar
Principal