



Minutes of IQAC Meeting -1

Venue : Board Room

Date & Time : 02.07.2019, 2 pm

Agenda:

1. Review and confirm the minutes of last meeting
2. New design for college website
3. Remedial coaching classes
4. Feedback report
5. Research work
6. Certificate courses
7. Any other matter with the permission of the Chair

S. No	Name	Designation
1	Dr. K. Krishnakumar, Principal	Chairman
2	Mr. P. Ramesh, Dean Administration	Senior Administrative Officer
3	Mr. J. Srinivasan, AP / BME	Internal Member – Senior Teacher
4	Mr. G. Gandhi Jabakumar, HoD / CSE	Internal Member – Senior Teacher
5	Mr. C. Prabhu Christopher, HoD / MECH	Internal Member – Senior Teacher
6	Mr. S. Kesavaraman, HoD / CIVIL	Internal Member – Senior Teacher
7	Mr. Vasudevan, HoD / EEE	Internal Member – Senior Teacher
8	Mr. Gnana Arun Johnson, HoD / ECE	Internal Member – Senior Teacher
9.	Mr. Sanjay	Campus Manager
10.	Mrs. K. Kala, HoD / BME	NAAC Coordinator
11	Mr. S.K. Vijai Anand, AP / CSE	IQAC Coordinator

Points Discussed:

Agenda No. 1: To review and confirm the minutes of last meeting

The coordinator read the minutes of last meeting and the minutes were reviewed and passed by the members.

Agenda No. 2: New design for college website

Resolution: The members suggested that the college website design was more than a decade old and hence the website must be redesigned to be more appealing incorporating latest technologies. The principal assigned the responsibility to Mrs. N. Surekha, AP/ECE



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Agenda No. 3: Remedial coaching classes

Resolution: The members suggested that slow learners should be identified by the class incharge and reviewed by HoD. It was discussed that remedial coaching classes for slow learners to be conducted after college working hours.

Agenda No. 4: Feedback report

Resolution: The analysis of feedback report of each classes from respective departments were presented and discussed. Requisite corrective measures for the same has been initiated and HoDs were requested to follow-up the same.

Agenda No. 5: Research work

Resolution: It was discussed and decided to motivate the faculty members to pursue Ph.D and publish their research work in reputed international journals. Final year students also should be motivated to present their project work in international conferences.

Agenda No. 6: Certificate courses

Resolution: All members concurred that one certificate courses per department should be conducted. The courses decided were Web designing using PHP (CSE), Embedded C (ECE), Solid Modeling using ProE (MECH), Staad Pro (CIVIL), Testing and Commissioning (EEE) and AI Applications in Biomedical Engineering (BME).

IQAC Coordinator

Copy to

1. The Chairman
2. The Correspondent
3. The Joint-Correspondent
4. The members of IQAC

