

Minutes of 5th IQAC meeting

Venue - Conference hall

Date : 17/3/22

Participants

1. Dr. P. M. Mahesan, Principal, Chairperson
2. Sri. A. K. Mani, Secretary
3. Sri. K. G. Nareshan, HOD MK, Co-ordinator
4. Dr. Asokan, HOD, REE
5. Dr. Chandrasekaran, HOD, S & H
6. Dr. Shikha, HOD, CE
7. Dr. Leelika, P, HOD RCE
8. Smt. Nithya V. P, HOD CSE
9. Sri. Rajeevan K P, AO
10. Smt. Vaisakha, Alumni Representative
11. Students Union Chairman

Agenda

1. Approval of the last IQAC meeting minutes & action taken.
2. Reconstitution of IQAC Committee
3. To fix the date of internal auditing of even sem 2022
4. To review the progress of NBA accreditation process
5. To discuss the college academic calendar for S₅, S₄, & S₆ B.Tech.

Discussions :-

The meeting started at 11:30 am, Principal, Dr. P. M. Mahesan welcomed the participants. IQAC co-ordinator Sri. K. G. Nareshan gave a brief of the agenda of the meeting.

1. Approval of last meeting minutes & action taken
Sri. K. G. Nareshan presented the minutes

and action taken of the last IQAC meeting. The IQAC members approved the minutes & action taken at the 6th IQAC meeting.

2. Reconstitution of IQAC

The IQAC was reconstituted with Dr. Hegeshwar as the co-ordinator. Mr. Sooraj, Assistant Professor ECE & IEEE incharge of the college, Mr. Sudeep, Assistant Prof. EEE & IETE incharge of the college and Mr. Shaluprasad, Assistant Professor, ME & Co-operative society incharges were added as new members to the existing IQAC members.

3. To fix the dates of internal auditing for the even sem 2022

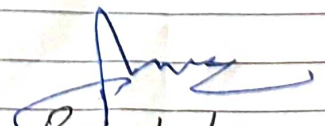
The first internal auditing for even sem 2022 was ~~fixed~~ scheduled to be conducted on 03/08/22 & 04/06/22. Dr. Hegeshwar was given charge for coordinating the internal audit of even sem 2022.

4. To review the progress of NBA accreditation process.

NBA co-ordinator, Dr. Shikha presented the progress of NBA accreditation process in the college. 5 criteria is 80% completed & criteria 10 work is ongoing.

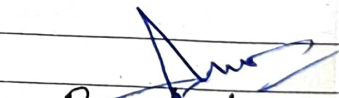
5. To discuss the college academic calendar for S₃, S₄ & S₅ Batch.

The college calendar S₃, S₄, S₅ was presented by Prof. K. Harshan & the calendar was approved by the committee. HODs were directed to prepare the department academic calendars.


Principal

Action taken report - 5th IQAC meeting

- 1) Reconstitution of IQAC.
 IQAC was reconstituted with effect from 18/03/22. The office order for reconstitution is attached with.
- 2) Internal Auditing of even Sem 2022.
 As the 3rd ^{internal} classes ^{exams} are completed internal auditing for eight sem was done on 30/05/22. The auditing of other semesters will be conducted as planned.
- 3) NBA accreditation process.
 Governing body and college committee meeting regarding work which come under criteria 10 was started. Targeted to complete the work with in next month.
- 4) Academic Calender.
 Department academic calenders were prepared by all departments and calenders were published to students.


 Principal
 Chairperson