



Minutes of IQAC Meeting -2

Venue : Board Room

Date & Time : 18.03.2019, 1 pm

Agenda:

1. Review and confirm the minutes of last meeting
2. Customer satisfaction
3. Review of Placement activities
4. Revamp of Website design
5. Improving Teaching-Learning skills
6. 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	Dr. C. Ezhilarasan, Vice Principal	Internal Member – Senior Teacher
4	Mrs. K. Kala, HoD / BME	Internal Member – Senior Teacher
5	Mr. M. Robinson Joel, HoD / CSE	Internal Member – Senior Teacher
6	Mr. C. Prabhu Christopher, HoD / MECH	Internal Member – Senior Teacher
7	Mr. S. Kesavaraman, HoD / CIVIL	Internal Member – Senior Teacher
8	Ms. Vasudevan, HoD / EEE	Internal Member – Senior Teacher
9.	Mr. Gnana Arun Johnson, HoD / ECE	Internal Member – Senior Teacher
10.	Mr. Sanjay	Campus Manager
11	Dr. C. Nelson Kennedy Babu, Dean	NAAC Coordinator
12	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.



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Agenda No. 2: Customer satisfaction

Resolution: The feedback from various stakeholders namely students, parents, alumni and employer was reviewed. Students summarized that NPTEL video lecture sessions were useful. Parents were appreciative of the slip test. Alumnis and employers concurred that placement process should be made more effective.

Agenda No. 3: Review of Placement activities

Resolution: The placement activities was reviewed to ensure that 100% placement of all eligible students are done by the end of April and more on-campus placement and pooled placement campus drives needs to be done for the benefit of students.

Agenda No. 4: Revamp of Website design

Resolution: It was decided that the current website should be re-designed to be more focused on Admissions and student achievements. New links as per the IQAC guidelines must be introduced.

Agenda No. 5: Improving Teaching-Learning skills

Resolution: The members suggested that teaching-learning skills of faculties must be honed by conducting FDPs on various methodologies apart from chalk and talk method in a holistic manner. Staffs must be mandated to undergo the modules as suggested by NITTR.



IQAC Coordinator

Copy to

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

