

MINUTES OF INTERNAL QUALITY ASSURANCE CELL INITIATION MEETING

IQAC initiation meeting was conducted on 24.11.2021 at 4pm in the conference hall for the HODs of all the departments and the members of the IQAC.

Members Present: As per the Attendance Sheet

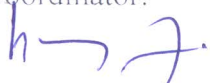
Agenda:


- (i) Discussion on IQAC
- (ii) Planning on Inauguration of IQAC
- (iii) Planning on conducting programmes
- (iv) Execution of the Proposals

Minutes

1. The principal insisted on the importance of IQAC in connection with National Assessment and Accreditation Council.
2. In view of getting Accreditation from NAAC, Annual Quality Assessment Report should be prepared annually. SAR should be updated in the NAAC website for the next three years.
3. The approved budget of Rs. 50,000 is allotted for CSE, IT, ECE, EEE, MECH, CIVIL, MBA, First year, and Placement as Rs.5000 for each of the department. Rs. 2500 is allotted for Central Library and Physical Education Department respectively.
4. The approved budget can be used for organizing various programmes. The amount can be claimed for the expense of banner, certificates etc.
5. IQAC banner will be designed and given to all the departments.
6. Each department should organize 7 to 8 programmes in their departments. IQAC banner must be displayed in the centre of attraction for all the programmes organized by the departments.
7. Certificates can be given to the prize winners. Photographs should be taken with GPS location. The department should submit a report on the programme along with Circular, Registration form. Photos and Brochure.
8. Community Extension Programmes, Computer Training Programmes, Debate, Gandhi Jayanti, Women's Day, Guest lectures, Conference are some of the proposed programmes.
9. Planned to conduct the inaugural of IQAC within next week.

Meeting Coordinator:


27/11/21


Principal







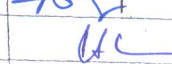






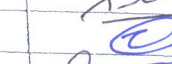







27/11/21

MEETING/TRAINING ATTENDANCE SHEET

NATURE OF MEETING: FACULTY MEETING

DATE: 24.11.2021

Topic: IQAC cell initiation

S.NO	NAME	DESIGNATION & DEPARTMENT	SIGNATURE
1.	Dr. G. WISELINJIT	Principal	
2.	G. Samuel Mathew	ASST. DIR / IEEA	
3.	S. Sivanarathaparam	Prof. / EEE	
4.	A. BENO	ASST. Prof / ECE	
5.	A. Manirathnam	AP / Mech	
6.	S. P. Valan Arasu	ASP / BCE	
7.	Dr. P. Balakumar	AP (Sr) / Chemistry	
8.	M. Mudithu Kumar	AP / Civil	
9.	J. Nithya	AP / MBA	
10.	P. Amirtha Gouri	ASP / MBA	
11.	V. Peratchiselvi	Librarian	
12.	R. Vasuki	ASP / Maths	
13.	S. Infant Joshi Sudha	AP / English	
14.	Poppy Vincent	AP / English	
15.	T. Jothy Stella	AP (Sr) / Chemistry	
16.	R. Jothi	ASP / CSE	
17.	M. Radhika	AP / Physics	
18.	D. Jemi Florinda	ASP / CSE	
19.	Dr. S. Selvi	Prof / IT	
20.	J. George Mani	AP / Mech	
21.	PONNU KRISHNAN D	AP / Mech	
22.	Dr. S. Ramalingam	AP / CSE	