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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref No: EEC/IQAC/Meeting/22-23/15

Date: 24.04.2023

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 25.04.2023 at Board Room (B1 Block). All the Department coordinators of IQAC and NBA are requested to attend the meeting at 11.00 AM in the Board meeting room.

Agenda:

- Discussion on the work completion of Organizing and Participation documents for AQAR 2022-23.
- 2. Discussion on Board meeting documents for March and Submission of Board meeting documents for April.
- 3. Submission of NBA files 2022-23.
- 4. Submission of Placement files- 2023.
- 5. Submission of Syllabus Review feedback by Academic Peer.

6. General Discussions.

Head-IQAC

Director - Academics

PRINCIPAL

Copy To:

1. IQAC & NBA Coordinators	2. All HoD's
3. Director Administration	4. Director Academic
5. Director Technical	6. Executive Director / Principal
7. Vice Chairman / Chairman office	8. File



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KOMARAPALAYAM - 637303

Minutes of Meeting

Ref:EEC/IQAC/Meeting/2022-23/15	Date: 25.04.2023
Venue: Board Room (B1 Block)	Time: 11.00 am
Members Attended the Meeting	

S.No	Department	Name with Designation	Signature
1.	Director Academic	Dr. C.KARTHIKEYINI	A
2.	HEAD IQAC	Dr. A.KARTHIKEYAN	suly
3.	IQAC	Dr. A.VASANTHARAJ	ABSENT
4.	IQAC	Dr. M.R. MOHANRAJ	No.
5.	IQAC	Mr.C.P.SURESH KUMAR	Jone .
6.	IQAC	Mrs.D.PRIYADHARSINI	& lilma'
7.	AERO	Mr. K.VIJAYA BABU	um
8.	AGRI	Mr. V.BHARATH	HALLIM M
9.	AI & DS	Mrs.V.RAMYA	V Pegules
10.	ВМЕ	Dr. SATEESH REDDY.AVUTU	4. Poto123
11.	CIVIL	Mr. S.M.SAKTHIVEL	3 3M
12.	CSE	Mr. E.DEEPAN KUMAR	of Stall Dute
13.	ECE	Mr. S.SATHEESH KUMAR	C the
14.	MECH	Mr. V.KARTHIKEYAN	Vim
15.	FT	Mr.S.P.RAJESH	0.1.5
16.	ΙΤ	Mrs.S.MOUNA	g, ray
17.	SFE	Mr. N.PRITHIVIRAJ	MAT
18.	S & H	Dr. S.MOHANKUMAR	And I
19.	EEE	Ms. K.S.NANTHINI	422
20.	PCT	Mr. C.HARSAAVARDHAN	Dur
21.	MBA/MCA	Mr.P.K.JAWAHAR KUMAR	July

22

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James



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF IQAC meeting held on 25.04.2023 in Board Room (B1 Block) at 11.00am

The following points were discussed in the meeting:

Topic	Discussion	Responsibility	Target Date
Submission of SSS &Syllabus review feedback (Students & Academic Peers)	Students Satisfaction survey (2022-23) and Syllabus review feedback should be collected from all the students (online Google form) and submitted on or before 28.04.2023 II,III,IV year – 28.04.2023 (UG& PG) I year – 30.06.2023 (UG & PG) Employer feedback will be collected from the Placement Cell.	Dept. IQAC Coordinators	28.04.2023& 30.06.2023
NBA Indirect Attainment feedbacks (2023 Batch)	Students Exit survey (Online), Parents Feedback (Offline) and Activities feedback (online) with participation certificates from first year to final year (2023 Batch) should be collected for Calculating Indirect Attainment.	Dept. IQAC/ NBA Coordinators	30.04.2023
NBA Tier I Google form	All NBA Tier- 1 (AY 2022-23) files should be submitted with faculty and students name list by AERO, AGRI, BME, CSE, CIVIL, ECE, IT, FT, MECH and S&H on or before 30.04.2023.	Dept. NBA Coordinators	30.04.2023
AQAR 2022-223	Organizing & Participation event details & documents from Sep 22-March 23 should be updated and the soft copy (XI file) should be sent to IQAC mail. The pending activities also to be completed as per AQAR 22-23 target as given in the Organizing & Participation list.	Dept. IQAC Coordinators	Continuous
Board meeting details and documents of April, 2023 should be uploaded in the respective activity column in the Google form on or before 05.05.2023.The count will be taken directly by IQAC after verifying documents		Dept. IQAC Coordinators	30.04.2023

	(Soft Copy & Hard Copy). Faculty Participation and Journal Publication should be completed as per the given target.	
	Internship details should be submitted.	
	Value Added courses has been planned for 30	
	days.	
	Value Added courses should be conducted only	
Academics	by the internal faculty members and so the	
	faculty members should be well- equipped in	
	the certification course for an effective	
1 =	teaching. New courses, Computer languages should be updated by the faculty members.	

Head-IQACO (1202)

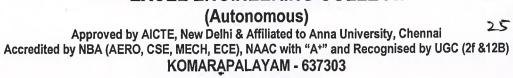
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IQAC Coordinators	2. All HoDs
3. Director Administration	4. Director Academic
5. Director Technical	6. Executive Director / Principal
7. Vice Chairman / Chairman office	8. File



25.04.23



Snapshot:



