KONGU ENGINEERING COLLEGE, PERUNDURAI, ERODE-638052
SCHOOL OF COMMUNICATION AND COMPUTER SCIENCES
DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
MINUTES OF THE COURSE COORDINATION COMMITTEE(CCC) MEETING

Course code and Name : 14CSC61 - Graphics and Multimedia
Date of the meeting :
Members present : 1. Dr.R.Manjula Devi 2. Mr.B.Bizu 3. Ms.M.Dharani 4. Mr.K.Dinesh

S.NO	POINTS DISCUSSED	ACTION PLAN	RESPONSIBILITY	COMPLETION DATE
1.	Lecture plan and syllabus coverage	Review of Syllabus coverage against lecture plan. Significant deviation is not found that requires corrective action.	--	--
2.	Teaching methodology/tools used	Use of black boards for explaining the concepts and real time case studies for solving the problems	RMD, BB, MD, KDH	Before CA Test I
3.	Encouragement/introduction of activities related to the course like open book test, tutorial, assignment, discussion, seminar, quiz technical papers etc.,	➤ Resolved to check the originality of the answers for the First Assignment question by asking cross questions when accepting the assignment ➤ Resolved to return the assignments to the students after evaluation. ➤ To help the average students, it is proposed to have remedial classes for explaining the concepts in an informal way.	RMD, BB, MD, KDH	Before CA Test II
4.	Review of feedback comments from CMC if any	No specific complaints received from CMC .	RMD, BB, MD, KDH	--
5.	Assessment attainment of CO and PO	Not applicable (CA Test I yet to be conducted)	--	--
6.	Others if any	➤ The next formal meeting may be conducted prior to CA Test II ➤ Resolved to meet informally as and when required.	RMD, BB, MD, KDH	--

Note: CCC meets at the beginning of course, mid of each module and at course end. CCC also meets informally if required.

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Members signature

CCC Coordinator

HOD/CSE