

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Members Meeting

Minutes of the Meeting

The 20th Internal Quality Assurance Cell members online meeting was held on 05-06-2020. Principal, Dr.P.Balamurugan presided over the meeting. The following members were present.

S.No	NAME OF THE ATTENDEE	ROLE
1.	Mrs. A. Taksala Devapriya	IQAC Coordinator
2.	Dr. O.T. John	Management Representative
3.	Mr. M. Vijay Prakash	HOD/ CIVIL
4.	Mrs. D. Elavarasi	HOD/ CSE
5.	Dr. S. Robinson	HOD/ ECE
6.	Mr. D. Thivya Prasad	HOD/EEE
7.	Mr. E. Mohan	HOD/MECH
8.	Dr. G. Jagajothi	Member
9.	Dr. N. Manikandan	Member
10.	Mrs. N. Radha	Member
11.	Mr. L. Mamundi Azaath	Member
12.	Mr. A. Dencil Infant	Member/ Exam cell Representative
13.	Mr. R. Arun Kumar	Alumni Member
14.	Er. K. Arumugam, F/O. A. Abirami, III CIVIL	Stakeholder
15.	Mr. M. Prabhakaran, Director, Innate Talent PVT LTD, Chennai.	Employer
16.	Ms. A. Pavithra, IV CSE	Student Member

The Agenda for the meeting is mentioned below.

Item No.	Agenda
20.1	To discuss about minutes of the previous meeting.
20.2	To review the academic activities during the current semester.

Item No.	Agenda
20.3	To review the activities conducted and to be conducted by Club/ Cells/ Societies.
20.4	Any other discussion with the permission of chair.

Principal welcomed the gathering and the minutes of the previous meeting was read by the IQAC coordinator and approved.

Resolution 20.1:

Matters arising from the previous minutes were discussed one by one.

Following points were discussed.

Item No.	Agenda	Decision Taken	Action Taken
19.1	Minutes of the meeting	Previous meeting minutes were discussed	-
19.2	Internal exam analysis	Resolved to follow absentees and failures	HoD's were informed to take further action
19.3	Academic activities during the current semester	Resolved to implement effective teaching learning process	HoD's were informed to take further action
19.4	Progression of NAAC Appeal work	Resolved to complete the file on time	Appeal document was submitted

Resolution 20.2:

Due to the pandemic situation, webinar series has planned to conduct for students. Critical review of the activities was conducted. Principal has appreciated all the department for their efforts. Further, it was resolved to continue the webinar series till the next announcement given from University. It was suggested to get prepare online lectures for upcoming semester.

Resolution 20.3:

Student progression activities through online was reviewed. The Principal offered useful suggestion and guidelines to improve the quality of various activities.

No other points were discussed.

The IQAC coordinator proposed the vote of thanks and the meeting came to an end.