



INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Members Meeting

Minutes of the Meeting

The 33rd Internal Quality Assurance Cell member's meeting was held on **09-05-2024**. Principal, Dr.P.Balamurugan presided over the meeting. The following members were present.

S.No	NAME OF THE ATTENDEE	ROLE
1.	Dr. P. Balamurugan, Principal	Chairperson
2.	Dr.S.Robinson, Dean/ICT	Member - Management Representative
3.	Mrs.A.Taksala Devapriya	IQAC Coordinator
4.	Mrs.N.Radha	HOD/ CIVIL, Member
5.	Dr.V.Kavitha	HOD/ ECE, Member
6.	Mr.D.Thivya Prasad	HOD/EEE, Member
7.	Mr. Thirumavalavan	HOD/MECH, Member
8.	Mr.A.Dencil Infant	Member/ Exam cell Representative
9.	Mr. R. Arun Kumar	Alumni Member
10.	Mrs. Prema, Office Manager	Administrative Staff
11.	R. Sobana, M/O. R. Nantha, IV CSE, Teacher, Annai Velankanni Matriculation School, Karaikudi	Parent Member
12.	Mr.NM. Gopinath, CEO, GTech Solutions, Pudokkottai	Local Society Representative
13.	Er. K Prem Kumar, B.E., M.Tech, M.I.S.T.E., A.I.V, Chief Consultant, Black & White Consultancy, Coimbatore	Employer Representative
14.	Ms. S. Priyadarshini (SPR No. 8358), III EEE	Student Member

The Agenda for the meeting is mentioned below.

Item No.	Agenda
33.1	To discuss about minutes of the previous meeting
33.2	To review the student centric activities conducted
33.3	To strengthen the T&P and arranging industrial training for

Item No.	Agenda
	students.
33.4	To discuss about the admission process for the academic year of 2024-25
33.5	To review research activities
33.6	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 33.1:

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

Item No.	Agenda	Decision Taken	Action Taken
32.1	Minutes of the meeting	Previous meeting minutes were discussed	-
32.2	Review of activities conducted	It was resolved to conduct technical competitions	HoDs were informed to take further action
32.3	NPTEL course registration, results and student enrolment	It was resolved that each faculty advisor should assist their mentees in completing the course assignments	Mentors were informed to take further action
32.4	Review the staff and student participation	It was resolved to make Min.10 students to participate in external activities	Mentors were informed to take further action
32.5	Review research activities	It was resolved to strengthen research activities	All final year students participated in ICRTET-2024
32.6	AQAR files for ACY 2022-23	It was resolved to submit the AQAR as per the schedule	HoDs were informed to take further action

Resolution 33.2:

The academic activities planned for the ongoing semester were reviewed, and the HoDs presented the activities conducted thus far, along with the action plan for the upcoming days. The Principal commended the HoDs for planning a student project expo for the next semester. The discussion also covered the selection of companies for internships for pre-final year students. It was resolved to incorporate the Principal's suggestions into the plans moving forward.

Resolution 33.3:

Members suggested strengthening the college's training and placement activities and arranging industrial training for students. Industry representatives further added that more interdisciplinary projects can be undertaken for creating awareness for longer durations in the industry. Institute can arrange competitions for problem identification within campus followed by competition to derive the solution towards identified problems.

Resolution 33.4:

Admission process for the academic year of 2022-23 was reviewed in detail. It was resolved to prepare the admission office working schedule for holidays.

Resolution 33.5:

Publication by students and faculty members were reviewed. Principal appreciated the ICRTET-2024 team for organizing the conference and ensuring that all final-year students presented their work.

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


Signature of IQAC Coordinator

Date: 13/5/24