

KONGUNADU COLLEGE OF ENGINEERING AND TECHNOLOGY



Namakkal - Trichy Main Road, Tholurpatti Post,

Thottiam Taluk, Trichy, Tamilnadu-621 215.



Internal Quality Assurance Cell (IQAC)

Minutes of Meeting for the academic year 17-18 held on 23.06.2018 in the Board Room at 2.30 p.m.

The following members were present:

S.No	Category	Name	Designation
1.	Management	Dr.PSK.R.Periaswamy	Chairman
2.	Chairperson	Dr.R.Asokan	Principal
3.	Coordinator/Director of the IQAC	Dr.J.Yogapriya	Dean (R&D)
4.	Administrative Officers	Dr.P.Arul	Professor & Head EEE
		Dr.R.Venkatesh	Professor & Head Mechanical
5.	Teachers	Dr.A.Nithya	Associate Professor/Mechanical
		Mr. K. Madheswaran	Associate Professor & Head /Civil
		Dr.C.Saravanabhavan	Associate Professor & Head /CSE
		Prof.M.Dharmalingam	Associate Professor & Head /ECE
		Prof.N.Premkumar	Associate Professor & Head /IT
		Mr. K. Balasubramanian	Associate Professor & Head /S&H
		Ms.T.Vembu	Coordinator /S&H
		Mr.T.Raju	Librarian
6.	Nominees from Local Society, Students and Alumni	V.Nivetha	Student-III Year ECE-B
		B.Vikgneshvar	Student-III Year CSE
		Mr.G.Karthikeyan	Asst.Engineer,NTC Logistics Pvt.Ltd,Chennai. (Alumnus from Mechanical Engg. department)
7.	Nominees From Employers /Industrialists/Stakeholders	Mr.M.William (Employer)	HR Manager, Wonjin Auto Parts India Pvt.Ltd., Chennai.
		Mr.N.Sathish Kumar (Industrialists)	Managing Director, KKP Group of Companies, Namakkal
		Mr. V Balasubramanian (Parent)	Insurance Advisor, Star Health and Birla Sunlife Insurance Co. Ltd.

Agenda:

- Reviewing the quality improvement activities.
- Reviewing placement classes and value added courses.
- Activities to be taken for the next quarter.
- Any other matter

The Minutes of the meeting are as follows:

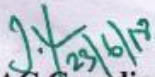
The meeting commenced with the opening remark of the principal about the importance of Internal Quality Assurance Cell and its functions.

1. The IQAC coordinator welcomed all the members for the fourth Internal Quality Assurance Cell meeting.
2. All the IQAC members introduced themselves to others.
3. International Level and National Level Conference were conducted during the month of March successfully.
4. Reviewed and discussed about the outcome of the following events:
 - a. NEET Coaching given to 12th standard Government School Students.
 - b. Summer Course conducted for 12th standard student from 23.04.18 to 27.04.18.
 - c. Value added courses conducted for all the departments during semester holidays.
 - d. Placement classes conducted for final years from 04.06.18 to 12.06.18.
5. Planned to enhance R&D activities for the students who secured more than 7.5 CGPA during first hour from the next semester.
6. Recommended to Establish Research Centre on Image Processing in the Department of ECE.
7. Reviewed the Audit results of Internal Quality Audit ISO 9001:2015 from 17.04.18 to 18.04.18 and based on the Internal Audit results the necessary corrections were made and External Audit ISO 9001:2015 was conducted from 27.04.18 to 28.04.18.
8. Faculties were recruited for all the departments from 16.04.18 to 21.04.18.
9. Discussed the Subjects allotment for odd semester 2018-19 on 25.04.18.
10. Reviewed the outcome of the faculty member's visit to Industry and students internship.
11. Decided to focus on students having Mathematics I arrears and make arrangements for clearing arrears by monitoring them closely.
12. Motivated the faculty member's incharge of NAAC and NBA to complete as per schedule.

13. Decided to conduct Professional body activities, Department Association and Club activities as per strategic plan.

14. The outcome of these audits will be discussed in next IQAC meeting for necessary corrective actions and remedial steps.

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


IQAC Coordinator


Chairperson