


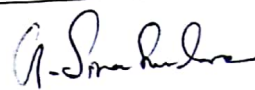




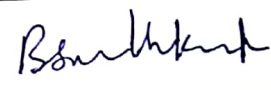


**MINUTES OF THE INTERNAL QUALITY ASSURANCE  
CELL (IQAC) MEETING NO. IQAC/01/2012  
August 05, 2012**

First meeting of IQAC is formally starts its functions from today.

The following members were present to the meeting

S. No	Name	IQAC Designation	Signature
1	Dr.S.Samson Ravindran, Principal	Chairperson	
2	Er.Ba.Mahendhiran, Managing Director	Management Member	
3	Er.B.Maha Ajay Prasath, Managing Director	Management Member	
4	Prof.S.Balamurugan HoD MECH	Faculty Member	
5	Prof.K.K.Selvam, HoD EEE	Faculty Member	
6	Prof..N.Viswanathan HoD ECE	Faculty Member	
7	Prof.R.G.Sakthivelan HoD CSE	Faculty Member	
8	Prof.Dr.S.Umamaheswari HoD EI	Faculty Member	

9	Mr.B.R.Ramesh Administrative Officer	Administrative Members	
10	Mr.G.Sivasubraminan	Administrative Members	
11	S.Sowndararajan	Member	
12	R. Prabhakaran	Member	
13	K.Karhik IV Year Mechanical A	Member	
14	A.Suman , IV year ECE A	Member	
15	B. Senthil Kumar IV Year Civil	Member	

Following Points were discussed

**Item No. 1: To decide about keeping the record of Attendance and Performance of the students**

- It was decided to distribute the printed booklets for keeping the Record of Attendance and Performance of the students.
- It was requested to follow the instructions given in those booklets.
- It was agreed to enter the record for the current semester in these booklets with effect from the commencement of the classes of the on-going semester.

**Item No. 2: To discuss about getting the feedback from stakeholders and its analyses**

- It is decided to take feedback from the students about the course contents and teaching.
- Also, it is necessary to get the feedback from Alumni
- It is also decided to analyse the feedback and based on the feedback, suitable remedial actions should be suggested for the faculty members.

**Item No. 3: To know the status of credibility and Quality parameters**

- To decide the mode of ensuring the credibility of teaching, learning, evaluation examination procedures

- To consider and approve the reports of different Standing Committees for the process of setting quality benchmarks/parameters for the various academic administrative, research and extension activities of the college.

The meeting ended with thanks by the chair.

  
Chairperson