



VIDYAA VIKAS COLLEGE OF ENGINEERING AND TECHNOLOGY

Tiruchengode – 637214

Approved by AICTE - New Delhi, Affiliated to Anna University – Chennai

IQAC - Minutes of Meeting



Venue: IQAC Cell

Date: 05.08.2023

Time: 1.30 P.M.

Members Present:

S.No.	Name	Designation	IQAC Position
1	Dr. T.O. Singaravel	Managing Director	Management Representative
2	Dr. K. Pooranpriya	Principal	Chair Person
3	Mr. M. Manikandan	Professor / CSE	IQAC Coordinator
4	Mr. L. Gowthamraj	HoD / Civil	Internal Member
5	Mrs. M. Revathi	HoD / ECE	Internal Member
6	Prof. M. Kumar	HoD / EEE	Internal Member
7	Dr.G.Vetrichelvan	HoD / MECH	Internal Member
8	Mr. R. Elangovan	HoD / MATHS	Internal Member
9	Dr.G.Aarthi	HoD / MCA	Internal Member
10	Mr.R.Ravishankar	HoD / MBA	Internal Member

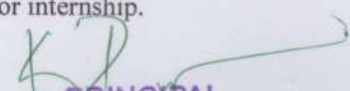
Minutes of Meeting

The minute 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
2. All the IQAC members introduced themselves to others.
3. The minutes of the last meeting were reviewed.
4. Practical Examinations to be conducted as per the Anna university schedule
5. Placement activities to be conducted as per the schedule.
6. All the department faculty members and students have to attend various courses such as FDPs, Workshops and Webinars in reputed colleges.
7. All the faculty members are informed to publish their papers in SCI/SCIE/Scopus Indexed journals.
8. MoU's to be signed with Industry and inform the students to register for internship.





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9. All the departments were planned to conduct value added courses to enrich the student's knowledge beyond the curriculum.
10. All department heads are insisted to identify the slow learners and take utmost care to increase the performance in the forth coming university examinations.
11. The IQAC coordinator proposed the vote of thanks and the meeting came to an end.


IQAC Coordinator

Copy to :

1. All HoDs
2. IQAC File


Chairperson




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IQAC - Minutes of Meeting

Venue: IQAC Cell

Date:02.02.2024

Time: 1.30 P.M.

Members Present:

S.No.	Name	Designation	IQAC Position
1	Dr. T.O. Singaravel	Managing Director	Management Representative
2	Dr. K. Pooranapriya	Principal	Chair Person
3	Mr. M. Manikandan	Professor / CSE	IQAC Coordinator
4	Mr. L. Gowthamraj	HoD / Civil	Internal Member
5	Mrs. M. Revathi	HoD / ECE	Internal Member
6	Prof. M. Kumar	HoD / EEE	Internal Member
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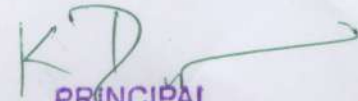
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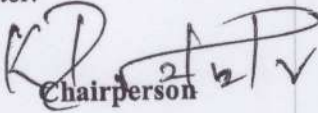
1. The IQAC coordinator welcomed all the members
2. The previous meeting minutes were reviewed and all the points stand completed.
3. The principal insisted all the faculty members to prepare the action plan for the next semester.
4. Faculty members are informed to prepare course material, lesson plan and question bank for their course and provide them to students during this semester.
5. Internships participants certificate and reports are reviewed which are being submitted by students.
6. Co-curricular and extra curricular activities participated by the students were discussed in detail for this academic year




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7. All the faculty members are informed to publish their papers in SCI/SCIE and scopus indexed journal.
8. Placement officer are instructed to identify the career perspective of the final year students and suggested to improve the placement record further.
9. The outcome of these audits will be discussed in next meeting for necessary corrective actions
10. The meeting was concluded with a vote of thanks from IQAC Cordinator.

IQAC Coordinator


Chairperson

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