

Minutes of the IQAC meeting

At the start of the meeting, Mr. Jyothish Lal G, Co-ordinator (IQAC) welcomed all the members of the IQAC and requested for the active participation of all.

The agenda of items were taken up one after the other for discussion.

Item No.1: Introduction of IQAC members by the Chairperson

Dr.A Nirmal Kumar, Chairperson introduced all the members of IQAC team.

Item No.2 : Opening words by Chairperson

Opening the discussion, the Chairperson explained the need for launching the quality movement in our college and emphasized that IQAC must strive to internalise and institutionalise the quality improvement procedure. Further, he explained the members to understand their responsibilities and wished success for their continuing efforts to bring quality in the institute.

Item No.3 : Presentation by the Director, IQAC

The Director of IQAC explained that Internal Academic Audit which forms part of the IQAC process is already in vogue. This audit process has received appreciation from all in the academic process. Now, the process of IQAC is initiated towards attainment of academic as well as administrative quality in the institution. He gave a brief talk on effective implementation of IQA procedure. He also emphasized the need for active participation by all concerned.

Item No.4: Decision on establishing quality circles in all departments

After a detailed discussion,

- It was decided to create 'quality circle' involving volunteer students to propagate quality consciousness among peer groups.
- It was decided to establish quality cell in each department under the guidance of the HoD with coordination of two faculty members.

It was also decided to conduct 'Annual Quality Day', in which the faculty and students will take pledge for quality maintenance, thereby creating quality consciousness for all stakeholders.

The next meeting is scheduled for 25th January 2016.

The meeting ended with vote of thanks to the Chair and members by the Secretary/Co-ordinator.


Jyothish Lal G





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Opening the discussion, Chairperson welcomed the members of the IQAC. He informed that the College has initiated steps for getting NAAC accreditation. He explained the need for disseminating information on the accreditation process.

Hence, it was decided to authorise Dr.P Suresh/ Dean, to work in coordination with the Chairperson in identifying suitable resource persons in order to organise an "Orientation Programme" for faculty members to equip them for documentation and presentation of vital information to peer team of NAAC and subsequently a mock audit of the documents.

The meeting ended with vote of thanks to the Chair and members by the Secretary.

Secretary



Director



Chairperson



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Opening the discussion, Chairperson congratulated the entire family of KCE for receiving 'A' grade accreditation from NAAC and said that it is indeed a proud moment for all of us. He also expressed his gratitude to everyone on IQAC for their sincere and dedicated efforts in making all staffs contribute towards accreditation process.

The Director emphasized that IQAC is now mandatory in every accredited institution as per NAAC and we need to submit Annual Quality Assurance Report every year, which requires consolidation of all the academic/ administrative activities in each department.

He reminded the decision on establishing quality cell in each department taken during the first meeting of IQAC for decentralisation of quality initiatives and said that each department has identified a faculty member , called Single Point Of Contact (SPOC) , who is responsible for furnishing information related to all academic matters within the department.

After a detailed discussion, it was decided to conduct an orientation program for all the SPOCs nominated from each department.

The meeting ended with vote of thanks to the Chair and members by the Secretary.

Secretary

 23/02/16

Director

 23/2

Chairperson





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Minutes of the IQAC meeting held on 21st May 2016 at 10.00 a.m

- The Principal and Chairperson, IQAC welcomed the members of IQAC and the special invitees viz Managing Trustee, Karpagam Institutions & Vice Chancellor of Karpagam University, Coimbatore.
- Prof.P.Sundaram, Director explained about functioning of IQAC in the college and its activities during the academic year 2015-16.
- Dr.S.Sudalaimuthu, Vice-Chancellor, mentioned that IQAC would become part of the Institution's system. He mentioned the need for getting feedback from all the stakeholders in devising curriculum and for evaluation process. He further explained that academic audit shall have both internal as well as external audit, carried out in each semester.
- Further suggestion made to utilize the services of Alumni for organizing seminars in order to update knowledge for students on industrial trends.
- VC explained that NAAC extends financial assistance for organizing workshops and seminars towards quality improvement programs, the facility of which may be utilized.
- Mr. S.Chandramohan made a point that the present students be made aware of the Industrial environment and related issues beforehand besides achieving academic performance.
- Managing Trustee mentioned that the students of circuit branches are already put under such a Internship training during final year of study. In order to comply with the above, students of non-circuit branches may seek help from Industries.
- Mr.R.Nagarajan expressed willingness to accommodate our students to impart training besides their readiness to consider for consultancy projects.

- Students from EIE department could help for automation projects in his group of Industries.
- Managing Trustee mentioned that a one week hands on training will be more effective than one day Industrial visit.
- Dr.Thiyagarajan, Director, IQAC, Anna University could be the guest of honour, when 'Quality Day' is celebrated, it was suggested.
- Director, IQAC narrated the arrangements made thro SPOC's for collecting the data criterion wise. He informed that the preparation of AQAR is underway and was confident to complete in time and for submission to authorities.
- Mr.D.Manikandan, Secretary proposed a vote of thanks and the meeting came to an end at 11.15 am

Secretary



Director



Chairperson / Principal

