

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF MEETING**

Meeting was held on 14th September at 3 PM in the ground floor conference hall of the college. Following members were present for the meeting:

S.No	Name	Designation/IQAC
1.	Dr.G.Doraisamy	CEO/Management Representative
2.	Dr.P.Murthi	Principal/ Chairman
3.	Dr.K.V. Kannan Nithin	HOD-S&H/Member
4.	Dr. M. Kannan	HOD-ECE/Member
5.	Dr. B. Vaikundaselvan	HOD-EEE/Coordinator
6.	Mr. TKP. Rajagopal	HOD-CSE/Member
7.	Dr. A.R.Suresh	HOD-Mech/Member
8.	Ms. R. Priyanka	HOD-Civil/Member
9.	Mr. D. Davidbaburaj	HOD-MBA/Member
10.	Mr.R.Rameshbabu	Manager-Training School, Fanuc India/Representative from Industry

The chairperson, Dr.P.Murthi welcomed Dr.G.Doraisamy, the management representative, Mr.R.Rameshbabu, Representative from Industry and other members. The following points were discussed in the meeting.

S.No	Details	Action to be taken
1.	The HOD, Mechanical department proposed to set up research labs in thrust areas like industry 4.0 and nano materials lab. He mentioned that the proposed labs would support research by both faculty and students. He added that it will enrich their knowledge and greatly improve student's placement opportunities.	HOD-Mechanical
2.	The management insisted that the institution should prepare to work towards obtaining NBA accreditation which would help the institution in solicit support from various government programs as well as improve the operations from within the institute.	All the HOD's of ECE, Mechanical and Computer Science
3.	IQAC Coordinator mentioned that the proforma for Student Satisfaction Survey mailed to the respective HODs, to be utilized for getting the feedback from students.	All the HODs
4.	The Industry member, Mr R.Rameshbabu, appreciated installation of wi-fi in campus. He emphasized the importance of digitization. He further suggested having paperless office and resorting to emails over paper communication.	All the members

Principal