



KATHIR COLLEGE OF ENGINEERING

[Approved by AICTE and affiliated to Anna University]

Wisdom Tree, Avinashi Road, Neelambur, Coimbatore 641062

Web: www.kathir.ac.in, Email: kathirce@kathir.ac.in

Ref: KCE/IQAC/2020-2021/2

26.8.2020

Internal Quality Assurance Cell (IQAC)

Circular

Sub: IQAC Meeting – Intimation to the members of the IQAC

Dear Member,

An IQAC Meeting is arranged on 02.09.2020 which will be conducted through online. All the members of the IQAC are requested to attend the meeting at 3:30PM. The points to be discussed in the meeting are as follows:

AGENDA:

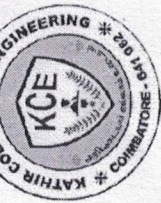
1. Action taken on the previous meeting minutes
2. Mandatory disclosure submission
3. KCE website updation
4. Online classes
5. Alumni and Parent's meet
6. Webinars
7. Faculty performance appraisal
8. Faculty publications
9. Any other matter

DRB
26/8/20
Principal/Chairman of IQAC

Copy to

1. All IQAC members
2. IQAC File for record
3. Management

PRINCIPAL
Kathir College Of Engineering
Neelambur,
Coimbatore - 641 062.



KATHIR COLLEGE OF ENGINEERING

[Approved by AICTE and affiliated to Anna University]

Wisdom Tree, Avinashi Road, Neelambur, Coimbatore 641062

Web: www.kathir.ac.in, Email: kathirce@kathir.ac.in

Name of the Meeting: Internal Quality Assurance Cell (IQAC) meeting		Ref. No. :KCE/IQAC/2020-2021/3		
Venue : online mode		Date of the Meeting : 02.09.2020		
Members Present : all IQAC members except Dr. G. Doraisamy, CEO/MR, KCE		Time : 3:30PM - 5PM		
SL. No.	Points taken up for Discussion	Remarks / Action to be taken	Responsibility	Target date
1	Academic year plan	- Principal welcomed all the members for the meeting. - Follow up process is ongoing for the action taken for the academic year plan for even semester 2019-2020 and odd semester 2020-2021	All the HODs	31.12.2020
2	Mandatory Disclosure submission	The IQAC coordinator told that the process of preparing mandatory disclosure for the Academic Year 2020-2021 is in process	IQAC Team	31.12.2020
3	Website updation	Principal insisted to update the KCE website in line with the current data	All the HODs	15.01.2021
4	Online classes	Principal briefed the process of handling academic classes in online mode through the EBox platform.	All Faculty	Continuous
5	Alumni and Parent's meet	IQAC proposes to organize Alumni and Parent's meet more frequently in order to acquire inputs from them regarding	All the HODs	31.12.2020

	academic matters		
6	Webinars	Principal suggested that the faculty members may be encouraged to attend more webinars offered by various reputed organisations.	All faculty Continuous
7	Faculty performance Appraisal	The Governing Council members insisted to design and implement standard format for Faculty Performance Appraisal for the forthcoming years	Principal 31.12.2020
8	Faculty publications	All department NAAC coordinators were requested to give the updated faculty list and their publication to IQAC cell	IQAC coordinator 15.01.2021
9	NSS Activities	The management insisted to conduct NSS activities for the upcoming semester	NSS coordinator 31.12.2020
10	Concluding Remarks	The meeting was concluded with a vote of thanks from IQAC Coordinator	IQAC co-ordinator

B. Prabhakaran

IQAC Coordinator

[Dr. B. Prabhakaran]

Copy to

1. All IQAC members
2. IQAC File for record
3. Management

PRINCIPAL

PRINCIPAL

Kathir College Of Engineering
Neelambur,
Coimbatore - 641 062.