



KUMARAGURU COLLEGE OF TECHNOLOGY

COIMBATORE – 641 049

(An Autonomous Institution affiliated to Anna University, Chennai)

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

Committee name: IQAC		Meeting no: 02/2019-20
Meeting Date: 13-01-2020 03:30 PM		Meeting Place: B Block Conference Hall
Members Present		
Name	Designation	Designation as per IQAC
Dr. J. Srinivasan	Principal	Chairperson
Mr. G.Muniasamy	Executive Officer	Management Member
Dr.D.Saravanan	Dean, Academic Administration	Academic Administration
Mr. P. JeevaKalyanaSundaram	Administrative Officer	Administrative Officer
Dr .P. Devaki	Professor and HoD / Science & Humanities	Faculty member
Dr Mayurappriyan P S	Professor/Department of EIE	Faculty member
Dr.E.A.Vimal	Associate Professor / Department of IT	Faculty member
Dr.C.Velmurugan	Professor / Department of Mechanical Engineering	Faculty member
Dr.Vinohar Stephen Rapheal	Associate Professor /Department of Bio Technology	Faculty member
Dr. R. Shanthi	Professor/ Department of Fashion Technology	Faculty member
Dr.J.Cynthia	Professor/Department of Computer Science Engineering	Faculty member
Dr. M. Bharathi	Professor /Department of Electronics and Communication	Faculty member
Ms.YasodhaSelvaraj	Secretary/Vivekam Schools	Local Society People
S.Jagadeep(17BME026)	Department of Mechanical Engineering	Student
S.Sudhagiri (16BEC107)	Department of Electronics and communication	Student (Leadership council member)

Ms. Beena Srivalsan	Head Mistress – Indian Air Force School, Coimbatore	Parent
Dr.S. Selvanayaki	AP(SRG) / Mathematics	Coordinator , IQAC

Special Invitees:

Name	Designation
Dr. A. Vasuki	Professor/ Mechatronics/DoA
Dr. P. Sivakumar	Assistant Professor III /TXT / DoA
Dr. P. Mohanamani	Professor/MBA

Highlights:

1. Revised NAAC-SSR manual
2. Board of studies
3. Internship
4. FDP
5. GATE/ Higher Studies

Action taken report of the previous meeting dated 15.11.2019

1. The 6-day training program has been conducted by FORGE from 03.01.2020 to 08.01.2020 which focus to transform educators into 'Innovation Mentors' through capacity building, competency development and career development. 54 faculty members participated in the training programme.
2. Training in MS Excel to support staff has been conducted during the Month of December 2019.

Action Items:

Codes: A: Action C: Comment D: Decision R: Recommendation

Item	Code	Description	Responsibility
1	A	Action taken report of discussions on previous meeting was presented	IQAC coordinator
2	D	Presented the revised version of SSR manual. Revised quantitative and qualitative metrics by NAAC have been discussed.	IQAC coordinator
3	R	Committee recommended that the departments have to record the changes in curriculum and syllabus elaborately as per the requirements under Criteria I of NAAC in BoS meeting minutes. Also discussions were made on the number of one credit courses conducted by the departments.	HoDs

4	- R	HoDs were requested to motivate the students to do internship during summer/winter holidays.	HoDs
5	A	Faculty members have to attend at least one FDP/ online NPTEL-FDP every year. Also faculty members should emphasize students to undergo online NPTEL/MOOC courses	All Faculty members
6	A	It has been advised to increase the number of students appearing for GATE/TOFEL/GRE and other competitive examinations. IQAC Chairperson informed to plan for motivation session.	IQAC coordinator
7	D	Departments should have a follow up with alumni to know the status of students undergoing higher studies.	HoDs

Date : 20.01.2020



Coordinator / IQAC

(Dr. S. Selvanayagi)



Principal

Dr. J. SRINIVASAN, M.Tech., Ph.D.
PRINCIPAL
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