



K.RAMAKRISHNAN COLLEGE OF ENGINEERING

(Approved by AICTE & Affiliated to Anna University) Tiruchirappalli - 621 112
Accredited by NAAC with 'A' Grade- ISO 9001: 2015 Certified Institution

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING HELD ON 13.04.19

Date: 15.4.19

The following points were presented and discussed in the meeting:

1. The members of the cell from MECHANICAL, ECE, EEE, CSE, M.B.A & S&H departments presented the department activities carried out during the month of January & February 2019.
2. Anna University exam result analysis held during the month of Nov-Dec' 2018.
3. Placement Details (ON & OFF Campus)- like Company placed and Salary Package of the students .
4. Faculty members and Students registered for NPTEL on-line exam.
5. Updation of infrastructure facilities (Lab equipment purchase) in the departments.
6. Details of Internal assessment Tests and Review of the tests carried out.
7. Details of Project proposals and Grants applied and received.
8. Student's participation and achievements in Co-curricular and Extracurricular activities.
9. Activities carried out and achievements under various societies.
10. Activities carried out in college level.
10. Principal Sir insisted all department faculty members
 - To apply for Innovative Design Product project proposals for Funding agencies.
 - To display all the photos of students achievements in their respective departments and update in the college website .


Principal



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING HELD ON 22.05.19

Date: 22.05.19

The following points were presented and discussed in the meeting:

1. The members of the cell from MECHANICAL, ECE, EEE, CSE, M.B.A & S&H departments presented the department activities carried out during the month of March & April 2019.
2. Details of Anna University exam result analysis after Revaluation was discussed.
3. Placement Details (ON & OFF Campus)- like Company placed and Salary Package of the students .
4. Faculty members and Students registered and cleared in NPTEL on-line exam.
5. Updation of infrastructure facilities (Lab equipment purchase) in the departments.
6. Details of Internal assessment Tests and Review of the tests carried out.
7. Details of Project proposals and Grants applied and received.
8. Student's participation and achievements in Co-curricular and Extracurricular activities.
9. Activities carried out and achievements under various societies.
10. Activities carried out in college level.
10. Principal Sir insisted all department faculty members

- To apply for Innovative Design Product project proposals for Funding agencies.
- To apply for interdisciplinary project proposals for Funding agencies.


Principal 22/5



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING HELD ON 20.06.19

Date: 20.06.19

1. The members of the cell from **MECHANICAL, ECE, EEE, CSE, M.B.A & S&H** departments presented the department activities carried out during the month of May 2019.
2. **Discussion of Placement Details (ON & OFF Campus) - like Company placed and Salary Package of the students.**
3. **Updation of infrastructure facilities (Lab equipment purchase) in the departments.**
4. **Discussion of workload and course material submissions.**
5. **Details of Project proposals and Grants applied and received were discussed. Paper publication and patent filing by each Department should be improved.**
6. **Student's participation and achievements in Co-curricular and Extracurricular activities.**
7. **Activities carried out and achievements under various societies.**
8. **To apply for Product project proposals for Funding agencies.**


Principal



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING HELD ON 20.06.19

Date: 20.06.19

1. The members of the cell from **MECHANICAL, ECE, EEE, CSE, M.B.A & S&H departments** presented the department activities carried out during the month of May 2019.
2. **Discussion of Placement Details** (ON & OFF Campus) - like Company placed and Salary Package of the students.
3. Updation of infrastructure facilities (Lab equipment purchase) in the departments.
4. Discussion of workload and course material submissions.
5. Details of **Project proposals and Grants applied and received** were discussed. Paper publication and patent filing by each Department should be improved.
6. Student's participation and achievements in Co-curricular and Extracurricular activities.
7. Activities carried out and achievements under various societies.
8. To apply for **Product project proposals for Funding agencies**.


Principal



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INTERNAL QUALITY ASSURANCE CELL

Circular

03.06.19

The Internal Quality Assurance Cell (IQAC) meeting to discuss the preparation of “ Annual Quality Assurance Report ” (AQAR) for the duration of March' 2018 to February '2019 will be held on Monday , the 03rd , June 2019 at 3-00 P.M in the IQAC cell . All the department IQAC co-ordinator's members are requested to be present.


Principal



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING HELD ON 17.07.19

Date: 17.07.19

1. The members of the cell from **MECHANICAL, ECE, EEE, CSE, M.B.A & S&H departments** presented the department activities carried out during the month of June 2019.
2. Anna University results analysis for the examination of April – May 2019.
3. **Discussion of Placement Details (ON & OFF Campus)** - like Company placed and Salary Package of the students.
4. Updation of infrastructure facilities (Lab equipment purchase) in the departments.
5. Discussion of workload and course material submissions.
6. Details of **Project proposals and Grants applied and received** were discussed. Paper publication and patent filing by each Department should be improved.
7. Student's participation and achievements in Co-curricular and Extracurricular activities.
8. Activities carried out and achievements under various societies.
9. To apply for **Product project proposals for Funding agencies.**
10. Presentation of final preparation of NBA.


Principal



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Internal Quality Assurance Cell (IQAC)

Minutes of the review meeting for the July & August month held on 14.09.19 in the Principal chamber at 3.30 p.m.

1. The members of the IQAC from **MECHANICAL, ECE, EEE, CSE, M.B.A & S&H departments** presented the department activities carried out during the month of July & August 2019.
2. The minutes of the previous meeting were reviewed.
3. The IQAC members discussed about the following academic, Non-academic activities carried out by each department
 - * **NBA accreditation** for three Programmes Mechanical, ECE & EEE.
 - * **Details of Project proposals submitted to TNSCST** under student's project scheme and **Grants applied for CSIR and Grants received from DST-NIMAT** to organize Entrepreneurship Awareness Camp were discussed.
 - * **Paper publication details** and paper presented in conferences were discussed. Details of Patent filing by each Department were presented.
 - * **Student's participation and achievements** in Co-curricular and Extracurricular activities.
 - * **Analysis of Internal Test I and Internal Test II.**
 - * **Details of students and Faculties registered for NPTEL online courses.**
 - * **Details of Class committee meeting** organized for all classes.
 - * **List of slow learners identified** based on the performance of IAT-I & IAT-II.
 - * **Analysis of Anna University May-June'2019 results** before and after Revaluation.
 - * **Discussion of the document preparation of IQAC AQAR** for the academic year 2018-2019 in the new format and to upload the details in online during October '2019.
 - * **Discussion of Teachers day celebration** on 5.9.19.

4. After the presentation of the activities from all departments, **Principal sir briefed about**

- **The corrective actions and remedial steps to be carried out towards the Improvement of results.**
- **The importance of Research and Development towards Paper Publication and to file Patent for the innovative ideas.**
- **To counsel and motivate the students for their academic achievements.**
- **To Update and improve the Criteria work for the next phase of NBA and NAAC audits.**


Principal



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Internal Quality Assurance Cell (IQAC)

Minutes of the review meeting for the September & October month held on 09.11.19 in the Principal chamber at 3.30 p.m.

1. The members of the IQAC from MECHANICAL, ECE, EEE, CSE, M.B.A & S&H departments presented the department activities carried out during the month of September & October 2019.
2. The minutes of the previous meeting were reviewed.
3. The IQAC members discussed about the following academic, Non-academic activities carried out by each department
 - Preparation & Verification of Documents towards **Autonomous audit**.
 - List of **slow learners identified** based on the performance of IAT-1 & IAT-II, IAT-III & IAT-IV.
 - Discussion of Schedule preparation for **Anna university practical examination & coaching plan for Theory exams**.
 - Discussion of counseling carried out with students and parents.
 - Details of **Project proposals submitted and Paper Publication by the faculty members**.
 - **Student's participation and achievements in Co-curricular and Extracurricular activities**.
 - Details of **Campus Recruitment and Placement details of students**.
4. After the presentation of the activities from all departments, **Principal sir briefed about**
 - The **corrective actions and remedial steps** to be carried out towards the Improvement of results and academic achievements.
 - The importance of **Research and Development** towards Paper Publication and to **File Patent** for the innovative ideas.


Principal



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Internal Quality Assurance Cell (IQAC)

Minutes of the meeting

Date: 27.02.20

Venue: Principal chamber

Time: 11.45 AM.

1. Preparation of AQAR report, IQA report & SSR according to the NAAC New Revised Accreditation Manual for Criteria 1, Criteria 3 was presented by the Heads and members of the IQAC from EEE & M.B.A department.
2. The minutes of the previous meeting were reviewed.
3. Brief discussion about the following details and formats according to the new data template in Criteria 1 & Criteria 3 was carried out.
 - Documents to be prepared regarding BOS.
 - Applying for Funds other than Government sectors.
 - Details of data collection towards the execution of Social activities carried out by the students and faculty members
 - Details of agreement to sign MOU with industries and the activities to be executed.
 - Publication in UGC journals


27/2/2020
Principal



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Internal Quality Assurance Cell (IQAC)

**Minutes of the review meeting for the November '19 –February'20 activities held on
12.03.20 in the Principal chamber at 2.30 p.m.**

1. The members of the IQAC from **MECHANICAL, ECE, EEE, CSE, M.B.A & S&H departments** presented the department activities carried out during the month of November, December, January & February 2020.
2. The minutes of the previous meeting were reviewed.
3. The IQAC members discussed about the following academic, SSR preparation & Non-academic activities carried out by each department
 - * Details of **Project proposals** submitted to TNSCST under student's project scheme and Grants applied for CSIR and Grants applied for DST-NIMAT to organize Entrepreneurship Awareness Camp were discussed.
 - * **Paper publication details** and paper presented in conferences were discussed. Details of Patent filing by each Department were presented.
 - * **Student's participation and achievements** in Co-curricular and Extracurricular activities.
 - * Analysis of Model exams and University exams were reviewed.
 - * Details of students and Faculties registered for NPTEL online courses.
 - * Details of **Class committee meeting** organized for all classes.
 - * List of **slow learners identified** based on the performance of IAT-i1 & IAT-II.
 - * **Analysis of Anna University (ODD SEM) results** before and after Revaluation was analyzed.
 - * Discussion of the **final document submission of IQAC AQAR** for the academic year 2018-2019 in the new format online was finalized.
 - * After the presentation of the activities from all departments, **Principal sir briefed about** The corrective actions and remedial steps to be carried out towards the Improvement of results.
 - The importance of Research and Development towards Paper Publication and to file Patent for the innovative ideas.
 - To counsel and motivate the students for their academic achievements.
 - Updating and improvement of the Criteria work for the next phase of NBA and NAAC audits


Principal