

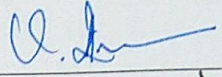
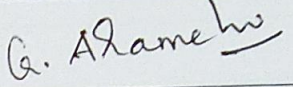
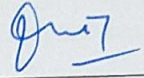
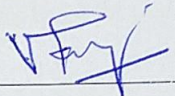


RAJALAKSHMI
ENGINEERING COLLEGE
An AUTONOMOUS Institution
Affiliated to ANNA UNIVERSITY, Chennai

Minutes of the IQAC Meeting held on 10th July 2019 at 10.00 a.m in the Principal's Room.

Members of IQAC :

Name	Designation	Signature
Dr.S.N.Murugesan	Principal	
Dr.M.Subbiah	Emeritus Professor, EEE	
Dr.V.Murali Bhaskaran	Dean, Academics	
Dr. Johanna Rajkumar	Dean, BioTechnology	
Dr.Yogesh Kumar Sinha	HoD, Aero & Chief Superintendent, AU Exams	
Dr.S.P.Srinivasan	Controller of Examinations (Autonomous)	
Mrs. Deborah Sharon	Assistant Professor, MBA	
Mr. I. Philip Praveen	Director - T&P and Dean-Student Affairs	
Mr.R.Balaji	Admissions Officer	
Mr.Srinivasan	Senior ^{ASS} Administrative Officer	
Mr.M.Ravichandran	Tahsildhar, Sriperumbudur Taluk	
Ms.S.Pooja	III BT "B"	
Harini	Alumni from 2013-17 Batch	
Mr.D.Dhanasekar	Principal Software Consultant, DS IT Consultancy Services	

Mr.V.Arun	Manager, Allsec Technologies Pvt Ltd.	
Mrs.Alamelu Krishnan	M/o student in IV CSE "A"	
Dr. P. Kumar	Director (Alumni Affairs)	
Dr.V.Prasannakumari	Professor, IT & Coordinator (IQAC)	

Implementation of plans discussed in previous meeting :

S. No.	Agenda Point	Activity details
1	International Conference	An International Conference on Environmental sustainability background is proposed and pre planning activities are initiated.
2	Follow-up of feedback	Actions taken reports are submitted by all HoDs
3	Employability camp and other training activities	Employability camp was conducted as planned and other training activities including digital, ninja and others specializations were conducted as planned
4	Budget	Budgets submitted by HoDs were approved and all requirements for this semester have already been procured and made available for smooth start of the academic semester 2019
5	Academic plan	All courses are allotted to suitable faculty members by each HoD and academic calendar has been shared to all staff and students.
6	Online Feedback	HODs submitted reports on counselling provided to the faculty members who have scored less question-wise and advised them suitably.
7	Faculty training	Many faculty members attended sabbatical trainings at various industries and an FDP on classroom communication was conducted to 2 batches of young faculty during Apr-May 2019
8	Registration of Open elective courses	Registrations to open electives are completed and have started teaching

Plans for next quarter:

<u>S. No.</u>	<u>Agenda Point</u>	<u>Activity details</u>
1	Bridge Course	Planning and timetable for Bridge course for the forthcoming first year students are to be made
2	Phase 2 of incorporating Value Addition Programmes into curriculum	Improved modalities to be formalised and rolled out
3	Double valuation of End Semester Answer Scripts	It is discussed to have double valuation of End semester answer scripts in view of reducing revaluation
4	Student Induction Programme	Co-ordinators are designated and preparations are in progress for the student induction programme to be conducted for the forthcoming first year students.
5	New computers for trainings beyond curriculum	Discussions on purchasing new computers (approx 150 no.s) exclusively for trainings beyond curriculum are in progress
6	Additional CCTV in Boys' Hostel	Additional CCTV to be installed in both boys' hostel covering all vantage points and all floors.
7	Data collection for AQAR	Data collection activities for preparation of AQAR have been initiated. Institute has been successfully registered under HEI's portal and AQAR submission form is available.
8	Additional Internet bandwidth preferred	Based on the increasing internet usage, it is proposed to add more bandwidth to the existing 225 MBPS
9	R & D Encouragement	Faculty members must be encouraged and supported to write and submit proposals to all possible agencies. Industry interaction can be strengthened to bring in more Consultancy.
10	Upgrading faculty qualification	More doctorate professors are recruited this year and all faculty are encouraged to pursue PhD.
11	Student activities	CFSR clubs are motivated to conduct more activities involving students.
12	Alumni Online Directory	Alumni directory of RECians is under construction to collect and network all batches of passed-out students help mutually and to the institution
13	A/C buses	Almost all buses have been upgraded to Air-Conditioned buses and a few new routes are added

14	Online mode for Internal Assessment test	Continuous Assessment Test for select subjects are proposed to be conducted in online mode
15	Innovative & Design Thinking Contests	All departments are advised to conduct Innovative & Design Thinking Contests and encourage maximum participation from students
16	Library	It is recommended to add more repositories into online library
17	Patents	Departments are advised to identify potential projects and promote them for patenting.