



# RAJALAKSHMI ENGINEERING COLLEGE

An AUTONOMOUS Institution  
Affiliated to ANNA UNIVERSITY, Chennai

Minutes of the IQAC Meeting held on 20<sup>th</sup> April 2018 at 1 pm in the Conference Room.

Implementation of previous plan :

S. No.	Agenda Point	Activity details
1	Finalising Curriculum for Autonomous Stream (V to VIII semesters)	Meeting to finalise the curriculum was held in May.
2	Patentable projects	Faculty member's project whose projects have been identified for applying for patents are informed and the details necessary were made ready by IPR Cell.
3	Committee for project proposals	A committee has been framed for coordinating with faculty members and initiate the preparation of project proposals. Their responsibilities include identifying thrust areas & external agencies for funding, in coordination with respective department HoDs identify the areas of research of PhD pursuing and PhD completed faculty members and enable them to prepare the draft proposal.
4	Faculty Preparation Program	
5	Timetable preparation	

Plan for next quarter:

S. No.	Agenda Point	Activity details
1	NIRF Ranking	Advisor discussed the key factors to be looked into by the departments for the college to come in the '1 - 50' ranking bracket.
2	UGC Letter - Summer Internship	UGC has sent a mail for including summer internship as elective course related to 'Swachha Bharat Abhiyan'. An expert panel for reviewing curriculum with industry experts and management representative was formed to discuss the curriculum for semesters V to VIII.
3	Budget proposals	HoDs are requested to give budget proposals for 2018-19 academic year pertaining to equipment, consumables, services, record notebooks, events (conferences, seminars, workshops, FDPs) and send it to Administrative Officer before first week of May.
4	Brainstorming session	COE and HoDs

Signature of the members who were present for the meeting :

Dr.S.N.Murugesan

Principal

20/6/18

Dr.M.Subbiah	Emeritus Professor, EEE	M. Subbiah
Dr.G.Thanigaiyarasu	Dean, Mechanical Engineering	G. Thanigaiyarasu
Dr. Johanna Rajkumar	Dean, BioTechnology	Dr.
Mr. I.Philip Praveen	Director, Training & Placement	I. Philip Praveen
Mr.R.Balaji	Administrative officer	R. Balaji
Ms.Kalaiselvi	Admission officer	K. Selvi
Dr.V.Prasannakumari	Co-ordinator, IQAC	V. Prasannakumari

**Following members conveyed their inability to attend :**

Mr.M.Ezhumalai, Tahsildhar	Local Society
Mr.Janakiraman	Parent
Mr.V.Ramakrishnan, TNSCB	Industrialist
Mr. Manish P.J [III year IT]	Student representative
Ms.Preetha.R [III year BioTech]	Student representative
Mr. Deepak V.M	Alumni