

MINUTES OF THE IQAC MEETING CONDUCTED ON 29th FEBRUARY 2016

IQAC Members

Dr. G.Thanigaiyarasu	Principal
Dr.S.N. Murugesan	Vice Principal
Prof. S. Sankar	Dean, MBA
Mr.I.Philip Praveen	Director, Training & Placement
Dr. Mohammed Yasin	HoD, Bio Medical Engg.
Dr. Yogesh Kumar Sinha	HoD, Aeronautical Engg.
Dr. V. Prasannakumari	HoD, MCA
Dr. D. Hari Priya	Assistant Professor -BT
Mr. Vijay Kumar	Industrialist
Dr. P.Kaliraj	Professor -Anna University
Dr.M. Subbiah	Emeritus Professor, Dept of Electrical Engg.
Mr. R. Balaji	Administrative Officer
Dr. Johanna Rajkumar	Co-ordinator IQAC <i>Johanna Rajkumar</i>

AGENDA POINTS

1. Students University results
2. College Achievements
3. College working hours for the even semester of 2015-16
4. NAAC Reassessment (Cycle II)
5. Renaming of Blocks, Centres and Cells
6. Automation Software
7. Higher studies and GATE examination
8. Best Teacher Award
9. College Day, Graduation Day and Sports Day
10. National Conference on Refrigeration and Air-conditioning
11. Any other Points

MINUTES

Students University results:

The University results of Dec 2015 /Jan 2016 examinations were discussed.

Our students have been performing well in the Anna University examinations. The batch of students graduated in 2015 has secured 92 university ranks, 65 ranks in U.G. and 27 in P.G. programmes. Mr. R. ASWIN of B.E. Automobile Engineering, Ms. B. DEEPIKA of B.E. Biomedical Engineering, Mr. J. JAIDEV of B.Tech. Biotechnology, Ms. M. ROHINI of M.Tech. Biotechnology and Ms. S. MYTHILI of M.E. Software Engineering have secured University Gold Medals.

Considering, the total Gold Medal tally of UG and PG put together, REC comes in the first place among all the 500 + affiliated colleges in the Anna University. In this context, IQAC requested the HODs to identify the toppers in each class and nominate a coordinator to provide special coaching / assignments to enable the toppers to get university ranks, thereby increasing the number of university ranks and gold medals further in the coming years.

College Achievements:

AICTE-CII Survey for Industry Institute Interaction held for 2014-15 has ranked the Departments of Mechanical Engineering, CSE, IT and Electrical and Electronics Engineering in the Platinum category and the departments of Electronics and Communication Engineering and Chemical Engineering in the Gold category. IQAC congratulated these departments and requested the other HoDs to take all the improvement measures and bring their departments also in such rankings.

College working hours for the even semester of 2015-16:

It was decided by IQAC to extend the college working hours from 3.00 p.m. to 3.45 p.m. and all Saturdays will be working days for this even semester 2015-16 as the college reopened almost a month later, than the usual reopening date, due the postponement of earlier odd semester University Examinations, because of the Chennai deluge in October/November /December. The HoDs were requested to follow up the syllabus coverage so that the syllabus is completed by the middle of April 2016, enabling the conduct of Model examination by the third week of April.

After March 1 onwards, there will be no regular classes on Saturdays. However, special classes / arrear management classes / value addition programs will be conducted on Saturdays.

In this context, it is very essential that the students' attendance is also closely monitored from the beginning of the semester itself and HODs have been requested to follow their own strategy for the same to monitor the students' attendance.

NAAC Reassessment (Cycle II):

The Self Assessment Report for NAAC reassessment has been uploaded in the College Web site and the report will be dispatched to the NAAC office at Bangalore after one month, i.e., by 25th March 2016.

As we are expecting the NAAC inspection in a month or two, HODs have been requested to keep the documents ready as per the AQAR report submitted. ISO-Management Representative had been earlier requested to take steps to conduct an internal audit in February 1st week and this has been carried out.

Renaming of Blocks, Centres and Cells:

A sub-committee comprising of Dr.M.Subbiah and Dr.Johanna Rajkumar is being constituted to suggest suitable names (celebrated inventors, scientists, and great national leaders) for the various blocks and centres in the campus.

Automation Software:

HODs have been requested by IQAC to nominate one faculty member to learn and guide the remaining faculty with regard to automation software. Any suggestion / modification required in the module will be discussed by the faculty in-charge (automation software) and Mr.Gopi, Manager-IT will compile the feedback and present the same to the software company before 1st week of May 2016.

Higher studies and GATE examination:

HODs were requested by IQAC to maintain the record of students appearing for GATE exam and their performance in GATE exam in a separate file and the details of students who have applied for higher studies and have got admission.

Best Teacher Award:

To encourage and motivate the faculty members for their enhanced performance, it has been proposed by IQAC to award the faculty members based on the following criteria:

- (i) Performance in the current semester with the average performance of previous 3 years
- (ii) Students' on-line feedback
- (iii) No. of 'S' Grades and 'A' Grades secured by the students in his/her class

College Day, Graduation Day and Sports Day:

It has been decided to retain the same committees that worked for the College Day and Graduation Day for the year 2014-15 for the smooth and successful conduct of the College Day and Graduation Day for the academic year 2015-16 also. HODs were requested to make any changes in the list if needed and send the revised list to the Principal's office at the earliest. Due to paucity of time during the week days in this semester, it has been decided to conduct the Sports Day on any one of the Saturdays.

National Conference on Refrigeration and Air-conditioning:

The IQAC congratulated the Department of Mechanical Engineering for the successful conduct of the National Conference on Refrigeration and Air-conditioning (NCRAC 2015) in collaboration with IIT, Madras during 28th to 30th October 2015. DST & ISHRAE have partly sponsored this conference with the grant of Rs.1.5 lakhs. Such conferences, help in knowledge sharing and exchange of ideas amongst research scholars in the country. It was once again

emphasized that every department should organize atleast one such seminar / conference once in two years.

Other Points:

Co-curricular and extra curricular activities:

The HoDs were requested to inform the various co-ordinators to conduct the various co-curricular and extra curricular activities with the proper time management, amidst the hectic schedule of academic work, so that there is continuation of all the activities in the college in this semester also.

The IQAC resolves to conduct the next meeting in 3rd week of August 2016. The IQAC Co-ordinator is requested to prepare the agenda and circulate the same to the members by the first week of August 2016.

G. Jaigayam
PRINCIPAL

Shamma Rajkumar.

S. N. Muppanu

V. Srinivas

S. H. N. ...

V. Srinivas

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