



SARANATHAN COLLEGE OF ENGINEERING

Panjappur, Tiruchirappalli – 620 012.

Minutes of IQAC Meeting (First Quarter)

Academic Year 2020-2021

Venue : Online	Ref. No: SCE/IQAC/20-21/2, Dt. 02.12.2020
Second Quarterly Meeting 2020-2021	Date: 06.12.2020
Members Present	<p>Chairperson: Dr.D.Valavan (Principal)</p> <p>Industrialist: Mr.T.V.Anand, B.E., M.B.A., Managing Partner, Mangalam Estates.</p> <p>Other Members: HODs, IQAC Members, Examination Coordinator, Librarian, and IQAC Coordinator.</p>

S.No.	Points Discussed	Response from other members	Target Date	Responsibility
1	Chairperson welcomed the members of this meeting			
2	IQAC coordinator briefed about the importance of IQAC meeting in HEIs.			
3	Activities during the period (September 2020 to November 2020)			
	Academic Activities	HoDs explained about the ongoing online activities such as online lectures through Google Meet, online examinations through Google Classroom and webinars. Pros and Cons of Online end semester examination were also discussed. Principal conveyed that the process for starting the new courses such as Artificial Intelligence and Data Science, Computer Science and Business Systems is ongoing.		
	Faculty activities	Principal appreciated the faculty members who underwent the online workshops/FDPs/webinars during the pandemic.		
	Research and Development	A discussion to conduct online webinars and conferences was made. Principal congratulated EEE department for the sanction of fund in MODROB scheme.	Continuous	All faculty
	Student development	It was decided to instruct the mentors to frequently interact with their mentees during the pandemic to support the students in any case of difficulties.	Continuous	All mentors
	Placement activities	Training and Placement Head explained the measures taken regarding placement drives during	Continuous	T&P Cell

S.No.	Points Discussed	Response from other members	Target Date	Responsibility
		the pandemic both in offline and online.		
4	General points discussed			
	Covid-19 and initiatives	Principal elaborated the instructions to be followed during the pandemic for the well-being of all the inmates. Various initiatives taken during the pandemic were discussed. All the members appreciated the precautionary measures implemented in the institution.	Continuous	All faculty
	ICT Facilities	All the members were suggested to improve the ICT facilities in the institution.		
5	Concluding remark by IQAC Coordinator			
	IQAC coordinator concluded the meeting saying that the suggestions given by members will be considered and action taken will be reported in the next IQAC meeting.			
	Copy to	All members for kind information		
	Prepared by	IQAC coordinator		
	Approved by	Dr.D.Valavan, Principal		

PRINCIPAL
 Saranathan College of Engineering
 TRICHY - 12.

