



SARANATHAN COLLEGE OF ENGINEERING

Panjappur, Tiruchirappalli – 620 012.

Minutes of IQAC Meeting (First Quarter)

Academic Year 2020-2021

Venue : Online		Ref. No: SCE/IQAC/20-21/4, Dt. 03.06.2021
Fourth Quarterly Meeting 2020-2021		Date: 09.06.2021
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>Alumni Member: Mr.M.N.Karthikeyan, Senior Developer, SAP Labs, Bangalore</p> <p>Stack holder Member: Mr.K.Ramanujam, General Manager, PLA Motors.</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, thanked all the faculty members for their contribution in NAAC accreditation process and shared his happiness in securing A+ grade in the NAAC Accreditation.			
2	The IQAC coordinator presented the actions taken against the points discussed in Third Quarter Meeting 2020-2021.			
3	Activities during the period (March 2021 to May 2021)			
	Academic Activities	<p>Process of online end semester examinations and proctoring process had been discussed.</p> <p>It was also discussed to convey the difficulties of online examination to the university.</p> <p>A discussion was made to apply for new courses in UG level and to reduce the intake in few courses with the consent of the management.</p> <p>All the members were suggested to admit the students in first year with good academic grade in their +2.</p>	-	-
	Faculty activities	<p>Faculty members were requested to undergo online courses and webinars for their skill development. Members pointed out some of freely available online certifications.</p> <p>Principal appreciated the departments who organize FDPs/STTPs in this academic year.</p>	Continous	All faculty

S.No.	Points Discussed	Response from other members	Target Date	Responsibility
	Research and Development	Some of the important points mentioned in the NAAC visit exit meeting were discussed for future development. Members were suggested to increase the number of full-time and part-time research scholars to escalate research activities. Members congratulated the EEE department for setting up renewable energy lab.	Continuous	All faculty
	Student development	Principal asked the HODs to ensure the quality of online lectures and insisted all the faculty members to refer only high standard books for the lecture preparation.	Continuous	All faculty and Students
	Placement activities	Members appreciated the initiatives of T&P team for their effort in placing students.	Continuous	T&P Cell
4	General points discussed			
	NIRF Ranking	Members discussed about the NIRF application and the parameters. Members requested the HODs to improve the marks by referring previous year status	Continuous	HODs and All faculty members
	Covid-19 Vaccination	Principal requested the faculty members to get vaccinated for the betterment of working as well as family environment. It was also informed that the management has arranged free vaccination at M/s.Shiyamala Nursing Home, Trichy.	-	All faculty members
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. Chairperson thanked all the members.			
	Copy to	All members for kind information		
	Prepared by	IQAC Coordinator		
	Approved by	Dr.D.Valavan, Principal		

PRINCIPAL
 Saranathan College of Engineering
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