



SARANATHAN COLLEGE OF ENGINEERING

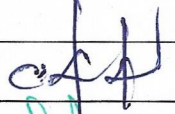
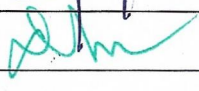
Panjappur, Tiruchirappalli – 620 012.

Minutes of IQAC Meeting

Academic Year 2021-2022

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|------------------------------------|--|---|
| Venue : Board Room | | Ref. No: SCE/IQAC/21-22/2, Dt. 29.11.2021 |
| Second Quarterly Meeting 2021-2022 | | Date: 29.11.2021 |
| Members Present | Chairperson: Dr.D.Valavan (Principal) Industrialist: Mr.T.V.Anand, B.E., M.B.A., Managing Partner, Mangalam Estates. Other Members: HODs, IQAC Members, Examination Coordinator, Librarian, and IQAC Coordinator. | |

| 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 second quarter period (September 2021 to November 2021) | | | |
| | Academic Activities | The HODs have explained about the measures have been taken for the offline classes started on 20-09-2021. It was decided to complete the practical sessions on time with utmost precautions. | Continuous | All faculty |
| | Faculty activities | IQAC requested the faculty members to attend FDPs and STTPs in their areas of interest to enlighten their research activities. | | |
| | Research and Development | The Principal and the IQAC members have appreciated the Department of Research and Development and its head, Dr.Natarajan for organizing the orientation programme on Intellectual Property Rights (IPR) Assignment and Partnership on 12.09.2021. It was also decided to encourage the staff and student filing patents and publishing research articles. The IQAC requested the Head (R&D) to guide the interested. | Continuous | All faculty |
| | Student development | Discussed about the effective implementation of mentor-mentees meeting. IQAC congratulated the HODs and staff members for the successful organization of <i>Interdepartmental competitions</i> aimed to inculcate and nurture the | Continuous | All mentors & HODs |

| S.No. | Points Discussed | Response from other members | Target Date | Responsibility |
|-------|--|--|-------------|---|
| | | innovative knowledge among the student community. It was decided to select impressive and innovative projects displayed in the <i>Interdepartmental competitions</i> for patent filing. And the IQAC requested the Secretary to recognize the best performers in the event by prizes. | | |
| | Placement activities | The Head, T&P explained about the process of TCS GenC exam and mock interview conducted. He also thanked the management for the support and appreciation extended to the faculty members contributed for mock interview session. The members of IQAC have requested T&P department to include coding in the student training in addition to aptitude and verbal so that the circuit branch students may get benefitted. | Continuous | T&P Cell |
| 4 | General points discussed | | | |
| | | 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 | |  |

