



# ROHINI COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by AICTE and Affiliated to Anna University ( An ISO 9001: 2015 Certified Institution)

RCET/ IQAC Meeting/2022-23/001

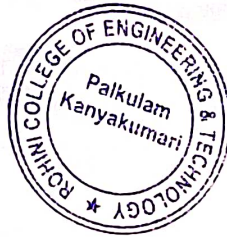
Date: 8.9.2022

## Circular

Sixth Internal Quality Assurance Cell (IQAC) meeting is scheduled on 12.9.2022 at 4.00 p.m in the Notification Center. All the IQAC members are hereby informed to attend the meeting without fail.

### Agenda for the Meeting:

- Student Induction Programme
- Academic Audit Report and Student Feedback-Faculty Evaluation report
- Preparedness for NAAC 1<sup>st</sup> cycle
- Curriculum enrichment
- Mentoring activities



### Copy to:

1. The Pro-chairman for kind information
2. The Managing Director for kind information
3. All HODs
4. IQAC – Members & File

Principal

PRINCIPAL

Rohini College of Engineering & Technology  
Anjugramam Kanyakumari Main Road,  
Palkulam, Variyoor (P.O.) - 629 401  
Kanyakumari District, Tamil Nadu

**ROHINI COLLEGE OF ENGINEERING & TECHNOLOGY**  
Anjugrammam main Road, Palkulam 629401, Kanyakumari District

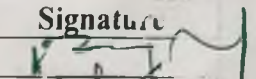
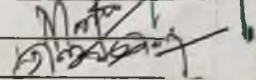
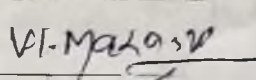
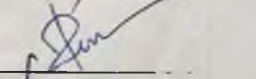
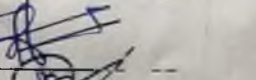
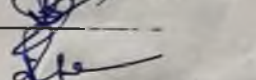
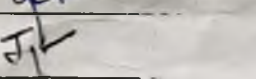
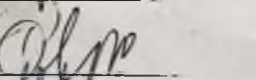
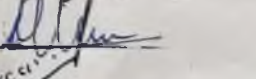
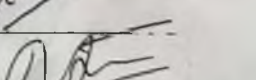

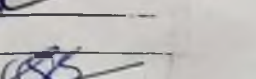
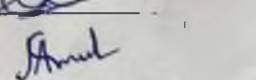
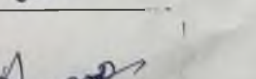
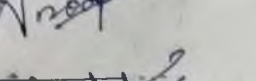
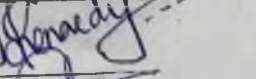
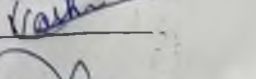
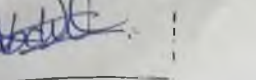



Date: 12.09.2022

Time: 4. 00p.m

Venue: Notification center

Minutes of the IQAC meeting held on 12.09.2022

Members Attended:

S.No.	Name	Category	Signature
1.	Dr. R. Rajesh, Principal	Chair Person	
2.	Dr. S. Mohanalakshmi Head/ECE	Coordinator	
3.	Prof. Jeyakumar.P Head/EEE	Administrative Representative	
4.	Dr. Mathu Suresh.V.S First year coordinator	Administrative Representative	
5.	Dr. Sahaya Ruben.J Head/Civil	Administrative Representative	
6.	Dr. Prince Sahaya Sutharson, Head/ MECH	Administrative Representative	
7.	Ms. Sahila Devi.R, , Head i/c/ CSE	Administrative Representative	
8.	Dr. S. Rathika , HOD/Chemistry	Administrative Representative	
9.	Dr. J. Jesse pius, HOD /Physics	Administrative Representative	
10.	Prof. T.S. Varatharajan, HOD /English	Administrative Representative	
11.	Mr. G. Murugan ,AP/EEE	Teachers Representative	
12.	Mrs. R. Meenaksiammal , AP/CSE	Teachers Representative	
13.	Mr. P. Navin Jass, AP/MECH	Teachers Representative	
14.	Dr. N. Senthil Vel Murugan, Associate Professor, Mathematics	Teachers Representative	
15.	Mrs. R K. Aswini AP / Civil	Alumni Representative	
16.	Ms. Silpa Suresh Infosys	Alumni Representative	
17.	Dr. S. Anandhan, Scientist Grade G NPCIL, Kudankulam	Industrial Nominee	
18.	Dr. Anoop, Associate Professor Sree Chitra Thirunal College of Engineering, Trivandram	Academic Expert	
19.	Mr. Thomas Kennedy President, Gramma Panchyat, Friday Market	Representative of Community	
20.	Ms. Varshini, Final year ECE	Students' Representative	
21.	Mr. N. Abdul Rahman (963320105001), Pre-final Year MECH	Students' Representative	



## Agenda

- Student Induction Programme
  - Academic Audit Report and report on Student Feedback-Faculty Evaluation
  - Preparedness for NAAC 1<sup>st</sup> cycle
  - Curriculum enrichment
  - Mentoring activities
- 
- The meeting commenced with the opening remark of the Principal Dr.R.Rajesh about the functioning of IQAC in the last term.
  - Dr.S.Mohanalakshmi, IQAC coordinator welcomed all the IQAC members.
  - Minutes of the previous meeting were read by the IQAC coordinator with the permission of the Principal and confirmed by the consensus.
  - The Chairperson Dr.R.Rajesh requested all the members for open house discussion.
  - Dr.R.Rajesh briefed the progress on academic activities and the effectiveness of all the activities conducted in the previous semester was verified and he also insisted HODs to conduct more activities.
  - Dr.R.Rajesh recalled the audit report conducted in the month of June 2022 and suggested to rectify the weakness before the next Academic Audit.
  - HODs were asked to take action to improve the performance of Faculty members rated less than 75% by the students (Student Feedback-Faculty Evaluation).
  - The chair person asked the HODs to be ready with necessary documents for NAAC 1<sup>st</sup> cycle likely to be applied in the month of January, 2023.
  - First Year Coordinator was asked to coordinate and conduct the Student induction program for five days and to arrange motivational speakers for the program.
  - It was resolved to organize Industrial visits for the second and third Year students.
  - HODs were insisted to update the events organized by the department and other achievements in the Institute website periodically.

