



ROHINI

COLLEGE OF ENGINEERING & TECHNOLOGY

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

RCET/ IQAC Meeting/2019-20/002

Date: 23.1.2020

Circular

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 27.1.2020 at 4.00 p.m in the Conference Hall. All the IQAC members are hereby informed to attend the meeting without fail.

Agenda for the Meeting:

1. Review of previous meeting
2. Review of Academic audit report
3. Review of Placement activities
4. To review the departmental level work for of NBA preparation
5. Providing health insurance to the Faculties
6. Academic Progress



Principal
PRINCIPAL

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

Copy to:

1. The Managing Director for kind information
2. The Chief Financial officer for kind information
3. All HODs
4. IQAC – Members & File

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

Date: 27.1.2020

Time: 4. 00p.m

Venue: Conference Hall

Minutes of the IQAC meeting held on 27.1.2020

Members Attended:

S.No.	Name	Category	Signature
1.	Dr. R. Rajesh, Principal	Chair Person	
2.	Dr. S. Mohanalakshmi Prof. & Head/ECE	Coordinator	
3.	Prof. Jeyakumar.P Vice Principal	Member	
4.	Dr. Mathu Suresh.V.S Prof. (Maths) & Head, S&H	Member	
5.	Dr. SahayaRuben.J Prof. & Head, Civil	Member	
6.	Dr. Shanthi Prof. & Head, CSE	Member	
7.	Dr. Prince Sahaya Sutharson Associate Professor/ MECH	Member	
8.	Dr. S. Rathika , Associate Professor, Chemistry	Member	
9.	Dr. A. Nabisha, Associate Professor & Head, EEE	Member	
10.	Dr. S. Indran, , Associate Professor & Head, MECH,	Director, Research, Member	
11.	Dr. N. Senthil Vel Murugan, Associate Professor, Mathematics	Exam Cell Coordinator, Member	
12.	Ms. Meenakshiammal, Assistant Professor, CSE	Admission Coordinator, Member	
13.	Mr. Vijaya Karthikeyan.K, Administrative Officer	Member	
14.	Mr. GopaKumar S, Assistant Professor, EEE	Faculty Advisor, ISTE Student Chapter, Member	
15.	Ms. Jehitha.M.S, Alumni	Alumni Member	
16.	Mr. Ramakrishnan, NARDEP, Vivekananda Kendra, Kanyakumari	Member, Local Society	
17.	Mr. Anandan, Scientist "E", NPCIL, Koodankulam	Member, Industrialist	
18.	Mr. Naveen, HR Manager, OFS	Member, Employer	
19.	Ms. Punitha	Parent	
20.	Ms. Subiksha, III MECH	Student Member	
21.	Ms. Divya sree, IV ECE	Student Member	

The IQAC coordinator welcomed the gathering and briefed the meeting agenda. The following points were deliberated in the meeting.

- Minutes of the previous meeting were read by the IQAC coordinator with the permission of the Principal and confirmed by the members.
- The Chairperson Dr.R.Rajesh, Principal requested all the members for open house discussion.
- Academic audit report conducted in the previous term was reviewed and actions to be taken were discussed in detail. It was also decided that next audit will be in the 3rd week of April.
- The Chairperson Dr.R.Rajesh urged Heads of the Department to work towards achieving their Vision/Mission statements and in turn the Institution.
- Reports of Faculty publication was reviewed by IQAC members. They also appreciated the Research Coordinator for the efforts taken in bringing the Department of Mechanical Engineering as “**Research Centre**”. Dr.R.Rajesh, Principal insisted Head of the Department/ECE to take measures in making ECE department as Research Centre.
- Dr.R.Rajesh, Principal insisted to apply proposals round the year and fetch the grants from funding agencies like AICTE, DST etc.,
- IQAC coordinator presented the placement details and the various career guidance and training programs conducted in the last term as suggested in the previous IQAC meeting.
- All the members were asked to accelerate research, publication, Consultancy and MoUs in the respective Department.
- IQAC members reviewed the attainment of course outcomes and program outcomes and also various measures to improve outcomes in the upcoming years were suggested.
- Some more points were discussed pertained to NBA and resolved as follows:
 - ✦ OBE awareness needs to be enhanced among students and other stake holders.
 - ✦ Curriculum gap need to be detailed and more concentration need to be given in identifying the curriculum gap.

- ✦ Assignment questions given to the fast learners should be in higher BT level which would motivate them to study beyond curriculum.
- ✦ FDP attended by the faculty need to be improved.
- ✦ NPTEL courses taken by Faculties and Students need to be improved.
- Mr. Anandan, Scientist "E", NPCIL, Koodankulam, shared his experience about quality circle in Industry and expressed that the composition of IQAC is mandatory.
- Principal concluded the discussion and insisted about the imminent need of Incubation center in the college.
- There being no other points to discuss, IQAC coordinator proposed the vote of Thanks.


Coordinator-IQAC


Principal & Chairperson
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