

**R.M.D ENGINEERING COLLEGE
KAVARAIPETTAI**

No. RMD/AO/IQAC/2018-19/002

Date: 21-01-2019

CIRCULAR

This is to inform you that the Second IQAC meeting for the academic year 2018-19 of our college will be held at 11.00 A.M on Wednesday, the 23rd January 2019. All the members of the IQAC are requested to attend the same.

Venue: Board Room

Agenda of the Meeting :

1. Action taken report of IQAC meeting on 26.10.2018
2. Strategy to improve placement and Higher Studies
3. Research and Consultancy
4. Improving alumni interaction
5. Industrial visit and Guest Lectures
6. NPTEL online courses
7. Any other Matters


PRINCIPAL

Copy to:

The Dean (Research) / The Dean (Academic)
All Head of the Departments
The Academic Coordinator
All the Members of the IQAC
The Placement Officer
File
Cwc: The Chairman/Director / Vice Chairman / Advisor for kind information

R.M.D. ENGINEERING COLLEGE
MINUTES OF THE 2nd IQAC MEETING (2018-19)
Held on 23.01.2019 at 11.00 am in the Board Room

The following members were present:

Dr.N.Anbuezhian , Principal
Dr.M.S. Palanichamy, Former Vice Chancellor, Member from the management
Dr.K.Sivaram , Dean Research
Dr.K.K.Thyagarajan, Dean Academics
Dr.P.Ezhumalai, HoD, CSE
Dr.K.HelenPrabha,Hod ,ECE
Dr.V.Tamilselvi,HoD,EEE
Dr.A.Chilambuchelvan, HoD,E&IE
Dr.K.Balasubadra, HoD,IT
Dr.M.MariaSusai Manuel, HoD,S&H
Dr.S.Muthusundari, Associate Professor. ISO-MR
Dr.K. SivagnanaPrabhu, Executive Council Member, ISTE
Ms.MariaSwapna Antony, Placement Officer
Mr.R.Ganesan, Administrative Officer
Mr.R.Venkatachalam, Manager
Ms.B.Praveena , Alumni Nominee
Mr. M.P.Balaji, Associate Consultant, HCL Technologies.
Ms.AfrinZulaiha, Student Nominee, ECE
Dr.D.Rukmani Devi, Professor, IQAC Coordinator

Leave of absence received from the following members:

NIL

AGENDA

- Action taken report of IQAC meeting on 26.10.2018
- Strategy to improve placement and Higher Studies
- Research and Consultancy
- Improving alumni interaction
- Industrial visit and Guest Lectures
- NPTEL online courses

MINUTES

- Chairperson welcomed the members and briefed about the institution updates and achievements. Then, Chairperson invited Dr.D.RukmaniDevi, Co-ordinator, IQAC, to present about the actions taken on the First IQAC Meeting (26.10.2018).

Agenda	Action plan	Action taken/Status
Teaching Learning process	Ms.B.Praveena, Alumni nominee suggested that video lectures and project based learning may adopted by the faculty to create interest among the students.	Video lectures are prepared by the faculty members and uploaded in social media and the link for the same is available in the college website
Improving the students performance in placement	Mr.M.P.Balaji, Industrialist, suggested to form a group with students of different programming skills.	Peer group of students with different programming skills were formed.
Research and Consultancy	Research proposals have to applied to various funding agencies	Initiated through departments.


- Discussions and suggestions by the members given in the table provided below.

Agenda /Discussion	Action plan
Strategy to improve placement and Higher studies	<ul style="list-style-type: none"> • Motivating the students to register for Corporate contests conducted by companies and Government organization. • Conducting mock interviews by the Alumni for the final year students. • HOD's, has to take necessary steps for yet to be placed students through placement cell to improve placement percentage for the Academic year 2018 - 19.
Research and Consultancy	<ul style="list-style-type: none"> • Faculty members should publish their articles in SCI and Scopus indexed journals. Further, they are advised to submit the research proposal to various

	funding agencies.
Improving Alumni interaction	<ul style="list-style-type: none"> Alumni co-ordinators are requested to interact with the alumni through their personal mail IDs.
Industrial visits and Guest Lectures	<ul style="list-style-type: none"> Arranging Guest Lectures by inviting Industry Experts and Academicians from reputed institutes to meet the industry expectation. Industrial visits have to be arranged to all students to meet the industry expectations.
NPTEL online courses	<ul style="list-style-type: none"> Principal thanked the NPTEL Coordinator, HODs, faculty and students for achieving one among the top 100 SWAYAM NPTEL active local chapters for the period July - October 2018 Motivating the students and faculty members to register NPTEL online courses for the period January – May 2019

General Discussions:

- Chairperson announced that, totally 159 teams were registered for the Smart India Hackathon 2019.
- The head of the departments suggested that the first class committee meeting is to be conducted before the first internal assessment test and the report is to be submitted to the Principal.
- HOD's has to provide details of the parameter to scale up the different categories in Institution Awards. New guidelines and regulations are to be framed for the same.
- Faculty members and students are requested to join as a member in IEI
- Dr.M.S. Palanichamy, Advisor (Academics) informed that huge number of e-books are available in the internet at free of cost and all faculty member should advise the students to refer those e-books on their courses of teaching.
- Ms.B.Praveena, Alumni nominee suggested to create awareness about GATE exam among students.
- Mr.M.P.Balaji, Industrialist, insisted that students should be given more real life technical or societal problems in practical domain.
- Student representative Ms.Afrin Zulaiha requested that the circulars should be made available in student login.


 IQAC Co-ordinator
 29.01.2019


 CHAIRPERSON
 29/1/19