



**R.M.D ENGINEERING COLLEGE**  
R.S.M.NAGAR, KAVARAIPETTAI-601206



No. RMD/AO/IQAC/2019-20/002

Date: 22-01-2020

**INTERNAL QUALITY ASSURANCE CELL**

**CIRCULAR**

This is to inform that the Second IQAC meeting for the academic year 2019-20 is scheduled at 10.30 A.M on Saturday, the 25<sup>th</sup> January 2020. 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 14.09.2019
2. Academic activities
3. NBA re- accreditation process
4. NAAC accreditation process
5. Autonomous Status
6. Research and consultancy
7. Training and Placement
8. Higher Education Activities
9. Institution Innovation Council activities
10. Professional activities
11. Alumni contribution to the development of the Institution
12. Discussion by external members
13. Any Other Matters

  
22/1/2020

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 2<sup>nd</sup> IQAC MEETING (2019-20)**

Held on 25.01.2020 at 10.30 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.P.Rangarajan , Professor, IIC-Coordinator
- Dr.C.Anita, Associate Professor,Corporate and SIH Coordinator
- Dr.S.Muthusundari, Associate Professor,ISO-MR
- Dr.R.Sasikumar, Professor, Alumni Coordinator
- Mr.M.Rajkumar, Associate Professor, Higher Education Cell Coordinator
- Dr.D.Sharmila, Associate Professor, Department of ECE
- Dr.R.Jothilakshmi, Associate Professor, Department of IT
- Ms.J.Sumithra, Associate Professor, Department of EEE
- Ms.N.Padmavathy, Associate Professor, Department of E&IE
- Dr.G.Ganapathy, Assitant Professor, Department of S&H
- Dr.K. SivagnanaPrabhu, Executive Council Member, ISTE
- Mr.R.Ganesan, Administrative Officer
- Mr.R.Venkatachalam, Manager
- Ms.B.Praveena , Alumni Nominee
- Mr. Rufus Arjun Teja, System Analyst, TCS
- Mr. Vishnu Vankayala, Founder at Customer Labs Inc.,
- Dr.K.A. Selvakumaran, Stakeholder-Parent
- Ms. K. Arumuga Kumari, Student Nominee, Department of IT
- Dr.D.Rukmani Devi, Professor, IQAC Coordinator

**Leave of absence received from the following members:**

**NIL**

## AGENDA

- Action taken report of IQAC meeting on 14.09.2019
- Academic activities
- NBA re- accreditation process
- NAAC accreditation process
- Autonomous Status
- Research and consultancy
- Training and Placement
- Higher Education Activities
- Institution Innovation Council activities
- Professional activities
- Alumni contribution to the development of the Institution
- Discussion by external members

## 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 IQAC Meeting (14.09.2019).

Agenda	Action plan	Action taken/Status
Research and consultancy	<ul style="list-style-type: none"> <li>• Dean Research Dr.K.Sivaram, suggested that each faculty has to prepare the interdisciplinary project proposals on current trends and social welfare of the country and submit to various funding agencies.</li> <li>• Faculty should have a contact with the researchers with outside of the country and Industry people for research collaboration.</li> <li>• Mr.Rufus Arjun Teja suggested that the faculty members should conduct training program to Industry people to get funding through consultancy.</li> <li>• Mr.VishnuVankayala suggested that each department to create a focused research group and presenting three core research topics which they would like to focus.</li> </ul>	More than 15 research papers has been published in reputed journals, more than 15 consultancy projects received from various agencies and 10 research proposals has been submitted to various funding agencies..
AQAR preparation and submission	<ul style="list-style-type: none"> <li>• AQAR report has to be submitted by the second week of December 2019.</li> </ul>	AQAR report was successfully submitted.



Training and Placement	<ul style="list-style-type: none"> <li>• Dr.K.KSivagnana Prabhu, Executive council member, ISTE, suggested that the CoE students have to promote their project into product. Further he suggested that to form research pyramid consists of Research Scholar, Faculty and Students to improve the performance in research.</li> <li>• To promote the institution branding, suggested uploading the achievements of the institution in social media.</li> </ul>	Initiated
Teaching Learning Process	<ul style="list-style-type: none"> <li>• Ms.B.Praveena, Alumni nominee, suggested that the students have to be motivated to write the competitive examination like GATE etc., to enhance their subject knowledge. Further she suggested the peer learning concept among the students to enhance their skills.</li> <li>• Motivating the students to develop their skills through Problem solving techniques, Experimental learning, Project based learning etc.</li> </ul>	Initiated
Alumni contribution to the development of the Institution	<ul style="list-style-type: none"> <li>• Alumni can contribute by conducting Lecture on recent trends, Mock Interviews and discuss Business and Entrepreneurship opportunities to support the students in their Career development.</li> </ul>	Mock interview is conducted by Alumni.


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

Agenda /Discussion	Action plan
Academic activities	<ul style="list-style-type: none"> <li>• Chairperson informed that the overall pass percentage of department is above 90% .</li> <li>• All faculty members have to use innovative teaching methods and pedagogical initiatives</li> </ul>
Research and consultancy	<ul style="list-style-type: none"> <li>• Funded research projects to be focussed.</li> </ul>
Institution Rankings	<ul style="list-style-type: none"> <li>• NIRF data submitted through DCS portal on 11.12.2019.</li> </ul>
NAAC accreditation process	<ul style="list-style-type: none"> <li>• Chairperson informed that SSR has to be submitted in the month of March 2020.</li> </ul>
NBA re- accreditation process	<ul style="list-style-type: none"> <li>• Chairperson informed that the NBA team visit is scheduled on 9.2.20.</li> <li>• All the faculty members are requested to keep the updated criteria files.</li> </ul>
Autonomous Status	<ul style="list-style-type: none"> <li>• Autonomous application to the Anna University is submitted on 24.01.2020.</li> <li>• Preparation of UGC Application form for autonomous status is under process</li> </ul>

Training and Placement	<ul style="list-style-type: none"> <li>• Webinar session on skill rack portal and Aptitude training is scheduled for second and third year students to enhance their programming and logical skills.</li> </ul>
Higher Education activities	<ul style="list-style-type: none"> <li>• The carrier guidance training and counselling programme is scheduled to prepare for competitive exams.</li> </ul>
Professional society activities	<ul style="list-style-type: none"> <li>• The technical symposium for all the departments is scheduled on 03.02.2020.</li> <li>• National Conference for all the departments is scheduled on 04.04.2020.</li> <li>• Workshop, Mini Project, and Paper presentation.</li> </ul>

### General Discussions:

- Chairperson announced that AQAR report has been accepted by NAAC and informed the IQAC coordinator to upload the same in the website.
- Dr.K.Sivaram, Dean Research, stated that the one day workshop “Art of writing Winnable Project Proposal “ by Dr.M.Kanthababu ,Director,CIPR, Anna University, was organised on 5.11.2019.
- SIH coordinator informed that the SIH internal Hackathon has been successfully completed on 22.1.20
- Dr.P.Rangarajan, IIC coordinator stated that the Innovation day is celebrated on 15<sup>th</sup> October 2019 on behalf of Dr.A.P.J.Abdulkalam birthday.
- Dr.R.Sasikumar, informed that the 28<sup>th</sup> Alumni meet was successfully held on 17.11.2019 and “Lateral Recruitment process “has been conducted for Alumni by reputed companies.

  
 IQAC Coordinator  
 30/1/2020

  
 Chairperson  
 30/1/2020