



ROHINI

COLLEGE OF ENGINEERING & TECHNOLOGY

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

RCET/ IQAC Meeting/2020-21/001

Date: 11.8.2020

Circular

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 14.8.2020 at 11.30 a.m in the Conference Hall. All the IQAC members are hereby informed to attend the meeting without fail.


Agenda for the Meeting:

1. To review and confirm the minutes of the earlier meeting
2. Updation of College website
3. Preparations of the departments on the background of the peer team NBA visit
4. Submit Proposal for Seminar/Conference and Workshop
5. Strengthening Department and Central library and maintenance of infrastructure
6. Effective Online class amidst of Pandemic



Copy to:

1. The Managing Director for kind information
2. The Chief Financial officer 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
Anjagrammam main Road, Palkulam 629401, Kanyakumari District

Date: 14.8.2020

Time: 11.30 a.m

Minutes of the IQAC meeting held on 14.8.2020


Members Present Online for the Meeting:


S.No.	Name	Category
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.K, Professor & 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, IV MECH	Student Member
21.	Ms. Isha, IV ECE	Student Member

Dr,S,Mohanalakshmi, IQAC coordinator welcomed the members present online for the meeting.

- The minutes of the meeting conducted on 27.1.2020 read by Dr,S,Mohanalakshmi, IQAC coordinator. Review of the minutes was taken by the members and the minutes of the meeting were approved.
- IQAC took a note of the following issues that followed from the last meet.
 - ✓ Consultancy and MoUs in the Departments
 - ✓ Assignment questions given to the fast learners in higher Bloom's Taxonomy level
 - ✓ FDP attended by the Faculties
 - ✓ The Health Insurance facility is availed to all Faculties
 - ✓ Research Publications by Faculty
- As per need of the time and keeping pace with changes in college activities and also reviewing the website of other colleges, IQAC unanimously recommended to update the college website.
- On the background of peer team visit for Accreditation, Principal Dr. R.Rajesh urged the Heads of the Departments to review all the documentations. Further, IQAC took the note of departmental proposition and accordingly suggestions were given.
- Dr. S.Indran, Director-Research, had given information of funding agencies providing assistance to organise seminar/conference and workshop. The issues were discussed in the meeting and IQAC suggested organising conference, workshop and seminar to promote research cultures among the students and the faculty. Head of the departments are advised to submit proposals.
- Prof. Jeyakumar suggested providing additional books and journals in the central library. Further, he also suggested paying special attention for maintenance of infrastructure, equipment and other facilities in the campus.
- Dr. R.Rajesh, Principal insisted the need and importance of making Video/Power point preparation for Online classes and to follow different innovative techniques to make the students understand the concepts at ease.
- He also requested the HoDs to plan the execution of the work related to Course Material preparation to upload in the website.

- IQAC coordinator Dr,S,Mohanalakshmi, discussed the outcomes of IQAC meeting and requested suggestions from the External members.
- Mr. Anandan, Scientist “E”, NPCIL, Koodankulam suggested to conduct more placement related activities as it would aid the students for campus recruitment in the forthcoming semester.
- Principal concluded the discussion and there being no other points to discuss, IQAC coordinator proposed the vote of Thanks.


Coordinator-IQAC


Principal & Chair person
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