



KARPAGA VINAYAGA

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai and Accredited by NAAC)
GST Road, Chinnakolambakkam, Madhuranthagam Taluk, Chengalpattu District - 603 308, Tamil Nadu

Circular

Ref. No.: KVCET/CIR/IQAC/2018-19/ODD/19

28.11.2018

This is to inform that Internal Quality Assurance Cell (IQAC) meeting is scheduled on 29-11-2018 between 2.00 P.M to 3.00 P.M in board room. In this regard, all the IQAC members are requested to attend the meeting without fail.

Agenda

The committee has approved the minutes of the earlier meeting held on 27-07-2018.

1. Analysis of Placement and Training activities.
2. Industry Institution Interaction.
3. Extracurricular activities.
4. Collection of feedbacks from Academic Review, Class committee meeting and student's feedback.
5. Grievances/ Redressal, Sexual Harassment, Anti-Ragging and Women Empowerment clubs
6. Library.
7. Faculty Development Initiatives and Financial support.
8. AQAR Report for the academic year 2017-18.

IQAC - COORDINATOR

PRINCIPAL

Principal

Karpaga Vinayaga College of Engineering and Technology
Chinnakolambakkam, Madhuranthagam T.k - 603 308
Chengalpattu District

Copy to:

1. Dean
2. All IQAC members



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting

Meeting no: 02

Date: 29/11/2018

Venue: Board room

Attended by: All IQAC Members

S. no	Topic	Discussion/Action taken	Responsibility	Target
1.	Analysis of Placement and Training activities.	<ul style="list-style-type: none">The percentage of placement for the academic 2017-18 is more than 90%. Suggested to improve the placement through by conducting various online assessment exams.	Training & Placement cell	Continuous
2.	Industry Institution Interaction	<ul style="list-style-type: none">The committee suggested to conduct industry supported programs and projects. It was planned to conduct workshop on Big data Analytics, Green energy management and IOT related projects.IQAC approved the action plan for seminars, workshops planned by various cell and forums for the year 2018-2019.	Placement & Training Cell	Continuous
3.	Extracurricular activities	<ul style="list-style-type: none">Various programs to be organized through NSS, YRC for the benefits of the society like health awareness, clean city etc.	NSS Coordinator	Continuous
4.	Collection of feedbacks from Academic Review, Class committee meeting and student's feedback	<ul style="list-style-type: none">Student's feedback in Academic Review meeting class committee meeting has to be collected. Suggestions given by them will be analyzed and rectified at the earliest.	HoDs and Class Advisors	Continuous
5.	Grievances/ Redressal, Sexual Harassment, Anti-Ragging and Women Empowerment clubs	<ul style="list-style-type: none">The minutes and action taken by the respective committee was ratified and approved after discussions.	Club Coordinators	Continuous



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6.	Library	◆ The committee suggested the faculty members to increase the usage of library resources.	Librarian	Continuous
7.	Faculty Development Initiatives and Financial support	◆ The details of FDP, Workshops, Seminars, STTPs attended by faculty was discussed and found to be good and the financial support received by faculty is approved by the committee.	Principal & HoDs	Continuous
8.	AQAR Report for the academic year 2017-18	◆ AQAR report has been collected from all the departments.	IQAC Coordinator	Continuous

IQAC COORDINATOR

PRINCIPAL

Principal
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Attendance of IQAC Meeting

Venue: Board room

Date: 29-11-2018

S.no	Name of the Member	Designation	Category	Signature
1	Dr.P.Kasinatha Pandian	Principal	Chairman	
2	Dr.L.Subbaraj	Dean, Prof & Head of Civil	Member	
3	Dr.V.C.Ravichandran	Professor, ECE	Coordinator	
4	Dr.V.Karthikeyan	Prof & Head of BT	Members	
5	Dr.K.Sivakumar	Prof & Head of BME		
6	Dr.M.Devaraju	Prof & Head of ECE		
7	Dr.A.Jebaraj	Prof & Head of CSE		
8	Dr.D.Saravanan	Prof & Head of MCA		
9	Dr.R.M.Alagu	Prof & Head of MECH		
10	Mr.V.Saikrishnan	Head of S&H		
11	Dr.R.Francis Nicholas Ashok	Prof & Head of Chemistry		
12	Dr.G.Ramesh	Prof & Head of Physics		
13	Mr.S.D.Sudhakar	Administrative officer	Administration	
14	Ms.S.Jayadevi	Official NGO	Local Society	
15	Dr.Arumugam	Director, Armatsbioket, Chennai	Industrialist	
16	Mr.Nagarajan	Manager	Industrialist	