

MINUTES OF IQAC Meeting.

Date: 23/05/2020

Time: 10:30 am











Venue: Principal chamber.

Agenda:

- (i) AQAR Report Preparation
- (ii) Activity Report Preparation
- (iii) IQAC - PDP.
- (iv) Any other Matters

Members Present

1. Dr. S. Suresh Babu.
2. Prof. Thomas Mathew
3. Ms. Lekshmi R Babu
4. Ms. Anup. P. S
5. Abhilasha Partham
6. Sasi tha. N. R
7. Nandan G
8. Anju. B. I
9. Resh P. Mohan
10. Ambika Sekhar.

The meeting started with a silent prayer.

The Principal enquired the status of department programs. Principal insisted to make the AQAR report in a precise manner so as to complete the activities in a time bound manner.

General Activities of the report should be consolidated by Ms. Abhilasha Partham.

- Font size should be similar to general and department activities report.
- Various issues regarding NAAC report was addressed.
- Internships needs to be completed atleast 30 hours.
- A presentation of AQAR report should be scheduled soon.
- Status of online FDP organized by IQAC is discussed.
- Dr. Senthil Saravanan, Ms. Anup S and Ms. Vishnu need to discuss the ^{importance of} central documentation facility in campus soon.
- Next meeting is scheduled to 7th July 2020.



23/6/2020