



R.M.K COLLEGE OF ENGINEERING AND TECHNOLOGY
R S M Nagar, Pudukkottai – 601 206
(An Autonomous Institution)



MINUTES OF THE MEETING –IQAC
SECOND MEETING/2021-22

Venue: Board Room

Date:01-12-2021

Time: 10.30AM

S.No	Topic	Discussion / Action to be taken
The Principal (Convener -IQAC) welcomed all the members for the second meeting of IQAC for the year 2021-22		
1	Follow up of previous meeting	<ul style="list-style-type: none">➤ Research group meetings were held department wise in the month of october.➤ The second Academic Council meeting was held on 04.09.2021.➤ The ISO Internal Audit was held on 18-09-2021 and the External Audit on 01-11-2021. The suggestions given in the Audit was discussed by the ISO Management Representative, Dr. G.Devi in the ISO meeting held with the ISO team members.
2	AQAR status	<ul style="list-style-type: none">➤ The NAAC Criterion Coordinators presented their respective criterion to the Principal and Dean. Dr. G Devi said that all the corrections suggested the Principal and Dean are being carried out and the AQAR for the year 2020-21 will be uploaded in the NAAC portal by third week of December.
3	Research Cell	<ul style="list-style-type: none">➤ The IQAC Convener insisted that as discussed in the previous meeting , there should be research groups formed by similar domain people and they should give their next three months plan/target for their research task.➤ Dr.Arun, Research Cell Convener has conducted meeting with the Department Research cell coordinators and has reviewed the progress.

4	Higher Education cell	The Higher Education cell Convener Dr. S. Senthil Kumar summarized all the activities given for the students as of now for the year 2021-22.
5	Training and Placement	The Training and Placement Convener presented the Overall and the Department wise placement status as of now.
6	Entrepreneurial Activities	The Entrepreneurship Development Cell, Dr.P.K.Devan presented the list of events conducted until now for the year 2021-22.
7	NIRF Ranking	The Principal congratulated all the HoDs and faculty members for retaining the same position in NIRF (251-300 band) as last year. Dr. K. G. Shanthi, the NIRF coordinator of the college has been asked to present a detailed criterion wise requirement for our college to improve our ranking. He also added that, we have to identify where we are less and find ways for improvement.
8	Address by the Dean	The Dean-Research remarked that, the number of students who register for the CoEs can be improved and the respective coordinators have to make the students aware of their CoE and kindle their interest so that many students register and get benefitted. He also insisted that a good rapport has to be built with the industry people and should aim for paper publications/projects. He asked the RHP coordinators to get feedback from the companies and train the students, especially the good coders and target to place them in higher salary package. As the Chairman/Vice Chairman wished, Dean expressed that students should get placed for 10 Lakhs/annum or above.

9	Address by the Principal	<p>The Principal expressed the following points</p> <ul style="list-style-type: none"> ➤ The number of students' participation and also the quality in external project competitions should be improved ➤ The subject faculty members should monitor their students' performance in the skill rack test, identify slow learners and take special care ➤ Innovative teaching methods, RMK Next Gen, Digital content materials, mini projects etc., should be utilized effectively for the Students. ➤ During the semester break all students must attend internships. The faculty members can guide the students for the same. ➤ Ministry of Education (MoE) has announced a National Educational Alliance for Technology (NEAT) scheme which includes free coupons for existing students of higher education from the Economically and Socially disadvantaged students. Students have to register on the portal and fill the choice of courses. ➤ Principal appreciated EEE Department for conducting workshop on, "Effective utilization of Electric Energy – Safety and First Aid" for Non-Teaching Staff on 17.12.2021 and requested all the HoDs to conduct more programmes for the Non teaching staff.
10	Proposed Task for the next three months	<ul style="list-style-type: none"> ➤ AQAR should be uploaded by the third week of December 2021. ➤ Academic Audit for the year 2020-2021 should be conducted in March 2022.

Copy to:

- The Chairman//Vice-Chairman/Advisor for kind information
- All HODs, Academic Coordinator
- Administrative Officer
- All Cell conveners,
- NBA & NAAC Coordinator
- All faculty members




Principal
Convener-IQAC

RMKCET/COM/RF/04

Members attended

Name	Designation	Signature
Dr.K. Ramar	Principal, Convener -IQAC	R 11/2/21
Dr.K. Sivaram	Dean Research	K. Sivaram
Dr.D. Paulraj	HOD - CSE	D. Paulraj
Dr. N.Gangatharan	HOD - ECE	N. Gangatharan
Dr.N. Kalaiarasi	HOD - EEE	N. Kalaiarasi
Dr. M.Balasubramanian	HOD - MECHANICAL	M. Balasubramanian
Dr. B. Prathusha Laxmi	HOD - AI & DS	B. Prathusha Laxmi
Dr.K.A Selvakumaran	HOD - S&H	K. Selvakumaran
Dr Geetha Balachandar	Academic Coordinator	Geetha Balachandar
Dr.T.M. Inbamalar	NBA Coordinator	T.M. Inbamalar
Ms.J. Gnana Jeslin	IQAC-Department Coordinator -CSE	J. Gnana Jeslin
Ms. S.Seshavidhya	IQAC-Department Coordinator – ECE & Co coordinator -IQAC	S. Seshavidhya
Dr. T.J Catherine	IQAC-Department Coordinator – EEE	T.J Catherine
Dr..C. Bibin	IQAC-Department Coordinator - MECHANICAL	C. Bibin
Dr.K.Sudhakar	IQAC-Department Coordinator – S&H	K. Sudhakar
Dr.P.K Devan	Convener- Entrepreneur Development Cell, IIC	P.K Devan
Dr.C.Arun	Convener- Research & Development Cell	C. Arun
Mr.V.Sudharsanam	Convener- Training & Placement Cell	V. Sudharsanam
Dr.S.Senthil Kumar	Convener- Higher Education Cell	S. Senthil Kumar
Dr.G.Devi	Coordinator -IQAC & ISO -Management Representative	G. Devi