



KUPPAM ENGINEERING COLLEGE

(Approved by AICTE, Permanent Affiliated to JNTUA, Accredited by NAAC, NBA & ISO 9001 : 2008 Certified)

(Recognised by UGC(f) & 12(b))

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KEC/IQAC/2021-22/04

CIRCULAR

27 Sep 2021

A meeting with IQAC members is scheduled on 1st Oct 2021, 10:30 AM; the agenda of the meeting is as follows

Meeting Date : 01- Oct - 2021
 Time : 10.30 AM
 Venue : IQAC Meeting Hall

Agenda :

- MOU signed and activities conducted under MOUs
- Events scheduled for the academic year 2021-22
- Registration in Google Scholar/ Scopus by all faculty members
- Faculty participated in FDP/STTP/Workshop/Seminar
- Conduct of alumni meet
- Schedule of Internal training


COORDINATOR
IQAC
KUPPAM ENGINEERING COLLEGE
KUPPAM-517 425.


Principal
Dr. S. Subramanian Babu
Principal
Kuppam Engineering College
P.O. Nathan, Kuppam - 517 425

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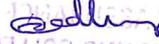
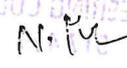
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KUPPAM ENGINEERING COLLEGE, KUPPAM 517 425
Internal Quality Assurance Cell

MINUTES OF MEETING

1-Oct-21

NATURE OF MEETING	IQAC committee meeting		
Venue	IQAC meeting Hall	Date: 01-10-2021	Time: 10.30 am
<u>Members Present</u>	Dr. S. Sudhakar babu, Chairman IQAC Dr. S. Baskaran, IQAC coordinator Dr. C.G. Saravana, Member Mr. L. Ravi Kumar, HOD CIVIL Mr. K. Ganesh, HOD MECH Dr. Sekhar, HOD EEE Dr. G.K. Kodhandaramiah, HOD ECE Dr. K. Logesh, HOD CSE Dr. Muneendhra, HOD MBA	Mr. J. Madhavan, HOD HAS Mr. Somasudaram, I/C Exam Section Dr. Sumathi, Asso. Prof. Dept. of CSE Mr. Satheesh, Asst. Prof, Dept. of Civil Mr. Kiran Kumar, Asst. Prof, Dept. of EEE Mr. Ajay kumar, Asst. Prof, Dept. of ECE Mr. Arun Kumar, Asst. Prof, Dept. of ME Ms. Usha, Asst. Prof, Dept. of MBA Mr. R. Venkatesulu, Asst. Prof. Dept. of HAS	
<u>Circulated To</u>	HOD CE  HOD EEE  HOD ME  HOD ECE  HOD CSE 	HOD HAS  HOD MBA  Dr. C.G. Saravana, IQAC Member  Mr. Somasudaram, I/c Exam Section  Dr. Jayakumar, TPO 	

AGENDA DETAIL	DETAILS OF DISCUSSION & ACTION POINTS	RESPONSIBILITY	TARGET DATE
Format 6.2 -- MOUs	IQAC chairman advised to HODs to sign more MOUs Validity to be added in the format.	HODs	Before end of the current semester
Events planned	Chairman asked the heads of departments to submit the list of events (Seminar / workshop / guest lecture / FDPs/ STTPs) scheduled for the academic year 2021-22	HODs	08-10-2021
Result analysis	Completed analysis to be submitted to IQAC chairman (2014-18,2015-19 & 2016-20)	HODs	08-10-2021
Faculty participation in FDP/STTP/workshop/seminar Format No. 36.2	Chairman advised to prepare the data for the previous three academic years	HODs	22-10-2021
Journals publications Format No. 37.1	Chairman advised to prepare the data for the previous three academic years	HODs	22-10-2021
Registration in google scholar / Scopus	It is decided to register in google scholar and Scopus for institution and all the faculty members.	R&D Director and Librarian	08-10-2021

Alumini meeting	It is decided to conduct alumini meeting during the month of December 2021. Chairman advised the hods to collect the alumini details using google forms and submit the same to the undersigned.	HODs & Mr. Ajaykumar (for Google form)	22-10-2021
Teaching load Format No. 7.2	Chairman advised to submit the data	HODs	08-10-21
Internal training	It is decided to include the placement hours in the time table. HODs are asked to conduct the regular class work during the placement hours until appointment of the new trainer.	HODs	08-10-21



IQAC Coordinator
CO-ORIGINATOR
INTERNAL QUALITY ASSURANCE CELL
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