**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Circular**

 **Dear faculties, it has been decided to conduct 4th IQAC meeting on 15th January 2016,3.00 PM at Carrier Lab of Mahaveer Block . All the IQAC Members are hereby informed to attend the meeting without fail.**

 PRINCIPAL IQAC coordinator

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| **S.No** | **Title** | **Faculty members/Head** | **Signature** |
| 1 | Chairman | Dr.R.Varatharajan, Principal |  |
| 2 | Co-ordinator | Mrs.B.Thendral, AP/ECE |  |
| 3 | Members | Dr.Bharathi, Prof/HOD-CSE |  |
| 4 | Members | Mr.D.Duraikumar, Associate Professor /HOD-IT |  |
| 5 | Members | Mrs Manimegalai.A, Professor / HOD-ECE |  |
| 6 | Members | Mr.Deva Kumar.S, Associate Professor /HOD-S&H |  |
| 7 | Members | Mr.Sudhakaran. M, Associate Professor /HOD-EEE |  |
| 8 | Members | Mr.Margabandhu. S, Associate Professor /HOD-MBA |  |
| 9 | Members | Mr.Gopinath. R, AP/HOD-Mech |  |
| 10 | Members | Mr.M.Mani, APHOD-Civil |  |
| 11 | Members | Mr.Ramprabu.P, Librarian |  |
| 12 | Members | Mrs.Vijaya. C, AP/IT |  |
| 13 | Members | Mr.Kumar.M.V, AP/ECE |  |
| 14 | Members | Mrs.Muth Selvi.G, AP/EEE |  |
| 15 | Members | Mr.Magesh Kumar.K, AP/Mech |  |
| 16 | Members | Mr.Muthukumar.S, Associate Prof/CSE |  |
| 17 | Members | Mr.Mahendra Kumar.S, Associate Prof/S&H |  |
| 18 | Members | Mrs.Rajalakshmi.C.N, Associate Prof/MCA |  |

**Internal Quality Assurance Cell (IQAC)**

**The meeting of IQAC is scheduled on**

* **Date:** 18th January 2016
* **Time:** 3:00 p.m.
* **Venue:** Carrier lab,Mahaveer Block

**Following members attended the meeting:**

1. Dr.R.Varatharajan, Principal (Chairman)
2. Mrs.B.Thendral, AP/ECE (Co ordinator)
3. Mr.D.Duraikumar, Associate Professor /HOD-IT
4. MrsManimegalai.A, Professor / HOD-ECE
5. Mr.DevaKumar.S, Associate Professor /HOD-S&H
6. Mr.Sudhakaran. M, Associate Professor /HOD-EEE
7. Mr.Margabandhu. S, Associate Professor /HOD-MBA
8. Mr.Gopinath. R, AP/HOD-Mech
9. Mr.Ramprabu.P, Librarian
10. Mr.MageshKumar.K, AP/Mech
11. Mrs.Vijaya. C, AP/IT
12. Mr.Kumar.M.V, AP/ECE
13. Mrs.MuthSelvi.G, AP/EEE
14. Mr.M.Mani ,AP HOD-Civil
15. Mrs.Bharathi, Prof/HOD-CSE
16. Mr.MahendraKumar.S, Associate Prof/S&H
17. Mr.Muthukumar.S, Associate Prof/CSE
18. Mrs.Rajalakshmi.C.N, Associate Prof/MCA

**Minutes of the meeting**

**The following points were discussed**

1. **Regarding NAAC Visit.**
2. **Discussed about Various activities of committees of the college.**
3. **Faculties those who are participating in workshops /FDPs /seminar should present their workshop topic after attending the workshop/FDPs /seminar. If the topic related to other department then classes should be taken to other department faculties also.**
4. **Regarding Alumni day activities.**
5. **Discussed about internal audit reports.**
6. **The minutes of the third meeting held on 15th October, 2015 was Confirmed unanimously by the members**
7. **E-saraswathi material updation for upcoming semester.**

 **IQAC COORDINATOR**