

**Internal Quality Assurance Cell**

JCTCET/IQAC/Meeting/2017-18/08

Date: 09/08/2017

**CIRCULAR**

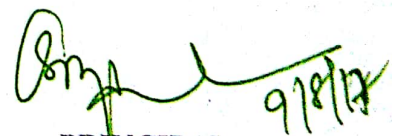
Sub: IQAC Meeting-Intimation to the members of IQAC

An Internal Quality Assurance cell (IQAC) meeting is arranged on 16/08/2017 at Board Room. All the members of IQAC are requested to attend the meeting at 11.00 am. The points to be discussed in the meeting are as follows:

**AGENDA:**

1. Welcome to IQAC members
2. Discussion about conducting college events.
3. Discussion about AICTE Web portal update.
4. Discussion about conducting Second Alumni Meet.
5. Discussion about celebrating World food Day.
6. Discussion about conducting Faculty development Program.
7. Any other matter

V.S. Datta  
9/8/17  
Coordinator- IQAC

  
PRINCIPAL

**Internal Quality Assurance Cell**

Minutes of IQAC meeting held on 16/08/2017 at Board Room at 11.00am.

**Member's Present**

Name	Designation
Shri.R. Durgashankar	-Secretary
Dr.G.Ramesh	-Principal
Dr.K.Rameshwaran	-Director
Mr.A.Chandrasahsan	-Administrative Officer
Dr.V.J.Arulkarthick	-Professor & Head/ECE
Dr.R.Perumal	-Professor & Head/PCE
Dr.G.Mahesh	-ASP/Mechanical
Mrs.R.Tharani	-AP/CSE
M.Romeo Antony	- <b>Alumini:</b> 2009-13 Batch, Mech, Door no:38,Upper Attadi,Coonoor, Nilgiris
Mr.R.Thangam,	- <b>Local Society:</b> Ex-President, Pichanur Village.
Mr.G.S.Hari	<b>Student:</b> III year-Civil
Mrs.K.Srigowri	<b>Employer:</b> Manager (HR), Genn Controls India Ltd, Coimbatore.
Dr.S.Charles	<b>Industry:</b> Senior Manager, Maxeye Technologies Ltd, Bangalore.
Mr.R Sebastian	<b>Parent:</b> ( F/oRajan Samuel-IV ECE),10/207,Vaither House,Venthapalayam, Athikode(PO)

The following Points were discussed:

S.No	Points Discussed	Action Plan	Target Date	Responsibility
1	Welcome to IQAC members	The IQAC coordinator welcomed all the members for the second IQAC meeting	-	-





## Internal Quality Assurance Cell

ACTION TAKEN REPORT for the minutes of meeting of IQAC Meeting held on 16/08/2017

S.No	Action Plan	Action Taken
1	Planned to conduct PRAVEGA-2017 on 14 <sup>th</sup> and 15 <sup>th</sup> September 2017 by Automobile Department.	On 14 <sup>th</sup> and 15 <sup>th</sup> September the PRAVEGA-2017 was conducted successfully by Automobile department.
2	Principal informed the IQAC coordinator for preparing the data for Online submission in AICTE web portal for the Extension of approval for the year 2018-2019.	AICTE Web portal has been opened to update the details for the extension of approval for the academic year 2018-2019 and the update is going on.
3	Planned to organize second Alumni Meet on 08 <sup>th</sup> October 2017.	Second Alumni meet of JCTCET was organized on 08 <sup>th</sup> October 2017.
4	Planned to celebrate World Food Day on 16 <sup>th</sup> October 2017 by Food Technology Department.	Food Technology Department celebrated World Food Day on 16 <sup>th</sup> October 2017.
5	Planned to conduct FDP in the month of November.	Anna University Sponsored FDP was Conducted on 24 <sup>th</sup> to 30 <sup>th</sup> November by the Department of CSE.
6	Motivated the Faculty member's incharge of ISO, NBA work to complete as per schedule.	All ISO and NBA files are verified by Principal, IQAC Coordinator & all HoD's Periodically.

V. S. Arun  
Coordinator-IQAC

Principal  
PRINCIPAL