

Government College of Technology, Coimbatore - 641 013

(An Autonomous Institution affiliated to Anna University, Chennai)

INTERNAL QUALITY ASSURANCE CELL

6.9.18

Minutes of the third IQAC Meeting

The Third Internal Quality Assurance Cell Meeting was held on 05.09.2018 at 10.30AM in Principal's chamber. The following members were present.

1.	Chairman	:	Dr.P. Thamarai, Principal
2.	Controller of Exams.	:	Dr.T. Alwarsamy, PME
3.	Senior Professor	:	Dr.R. Shanmugalakshmi , PEEE
4.	Coordinator	:	Dr.R. Thenmozhi, Asso.Prof./CE
5.	Co-coordinator	:	Dr.Miraclin Joice Pameela, Asso.Prof./CSE
6.	Members	:	Dr.N. Suriyanarayanan, Asso.Prof.Phy.
		:	Dr.T. Purushothaman, PECE
		:	Dr.S.P. Jeyapriya, APCE
		:	Dr.Parimala Murugaveni, APME
		:	Dr.R. Rajeswari,APEEE
		:	Dr.O. Saranya , APECE
		:	Prof.Meena Kowsalya ,APCSE
		:	Dr.P.Ilamathi, APPE
		:	Dr.Wincy Pon Annal , APEIE
		:	Prof.J. Kalidas, APIT
7.	One Senior Administrative Official	:	Dr.J. Kiruthika , AP IBT.
		:	Thiru .R. Gunasekaran, PA to Principal

The Principal and Chairman of IQAC welcomed the members.

AGENDA: 1 NAAC Peer team visit – Various committees

In connection with detailed discussion with all the members the following committee is constituted towards the visit of NAAC Peer Team on 17th – 18th September, 2018.

Sl.No.	Description of Work	Staff
1.	Photos and video coverage of the visit	Dr.T.Purusothaman, HOD/CSE. Thiru. J. Kalidass, AP/IT Mike arrangements: Moorthy

2.	Institutional files for Criteria 1 to 7 (Verification and display in Principal's chamber)	1.Dr. R.Thenmozhi,HOD/Civil 2.Dr.J.C.Miraclin Joyce Pamila, HOD/CSE 3.Dr.N.Narmathai,AP/EEE 4.Tmt.R.Devi, AP/IT 5.Tmt. ArulMozhi, AP/EIE
3.	Meeting with Faculty	1. Dr. S.P.Jeyapriya,AP/Civil. 2. Thiru. S. Bradeesh Moorthy, AP/ME 3. Dr. P. Maruthupandi,AP/EEE
4.	Student meeting and parents meeting	1.Tmt.Parimala Murugaveni, AP/Mech. 2. Dr.M.Kalpana, AP /Hum. 3. Dr.J.Anbzhagan Vijay, AP/Eng
5.	Meeting with Alumni	1.Dr.S.Kothai Nachiyar, Asso. Prof/ECE 2.Dr.P. Ilamathi,AP/Prodn
6.	Meeting at COE office (Demo of files and ppt)	1.Dr. T. Alwarsamy, HOD/Mech 2.Dr.S. Rathi, AP/CSE 3. Dr. M. Kumar
7.	Meeting with BOG	Dr.J.Jeyanthi, HOD/IBT
8.	Office files co-ordination	1.R.Gunasekaran,PA 2.All Superintendents
9.	Library visit arrangements	Dr.R. Thenmozhi, HOD/Civil Dr.S. Sathya Priya, AP/Civil Tmt. Sushila, Librarian

AGENDA: 2 Preparations and arrangements of all the departments

All the Heads of Departments were informed to keep their Class rooms, Laboratories and Faculty Rooms clean. They were also informed to make documentation of all the events organized.

AGENDA: 3 Purchase committee meeting

It is decided to convene the purchase committee meeting on 07.09.2018 at 3.30 PM in Principal's chamber.

The meeting came to an end at 12 Noon.

R. Y. K.
6/9/18
IQAC coordinator

P. Th.
6/9/18
PRINCIPAL