



INTERNAL QUALITY ASSURANCE CELL

Ref: CIET/IQAC/2020-21/Meeting/CIR – 001

Date: 24.07.2020

CIRCULAR

Sub: 22nd IQAC Meeting – Intimation to the members of IQAC

Circular for Twenty Second Meeting of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is to be held on 04.08.2020 through Virtual mode. All the members of IQAC are requested to attend the meeting at 11.00AM through Google meet. The points that are going to be discussed in the meeting are as follows.

AGENDA

1. Action taken from the previous meeting minutes.
2. AQAR Submission.
3. Preparation of curriculum and syllabi for R19.
4. Conduction of Board of studies meeting and Academic council meeting.
5. Academic Audit to be conducted for the Academic Year 2020-21.
6. Academic calendar.
7. Conduction of course committee meeting.
8. Research and Publications of faculty members.
9. To approve change of IQAC members.
10. Any other matters.

PRINCIPAL

Dr. N. Nagarajan, M.E., Ph.D.,
Principal

Coimbatore Institute of Engineering and Technology
Vellimalaipattinam, Narasipuram Post, Thondamuthur Via
Coimbatore - 641 109.

To:

The Members concerned

Copy to: IQAC, CIET Office

Copy Submitted to: The Director, CIET.





INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting held on 04.08.2020 through Virtual mode at 11.00AM.

Members Present:

S.No.	Name	Designation
1.	Dr. N. Nagarajan	Principal
2.	Dr.K.A.Chinnaraju	Director, CIET
3.	Dr. D.Seenivasan	HoD/MECH
4.	Dr.K.Kalamani	HoD/ECE
5.	Prof. V. Nandakumar	HoD/CIVIL
6.	Dr. G. Ravikumar	HoD/CSE
7.	Dr. S. Gokul	HoD/EEE
8.	Dr. K. Manikanda Subramanian	HoD/MCT
9.	Dr. K. Pushpalatha	HoD/IT
10	Dr. S. Jayabarathi	HoD/MBA
11.	Mr. S. Anand Kumar	Alumni Managing Director, Eron Techno Solutions
12.	Dr. K. Ramamurthy	Principal, CIMAT
13.	Mr.D.Gautham Chakravarthy	CEO / Dhanvi Infotech
14.	Sathish.S	Student B.E-CSE 2019 – 2023 Batch

Leave of Absence: Nil

The following points were discussed.

Dr.N.Nagarajan, Principal, CIET welcomed all the members of IQAC and new members of IQAC to the 22nd IQAC meeting for the academic year 20-21.

22.1: IQAC Coordinator briefed about the 21st IQAC meeting minutes which was held on 17/06/2020 and took the approval in the meeting and same was recorded.

22.2: It was resolved to plan and execute the academic plans of IQAC for the academic year 2021.

22.3: It was confirmed that the Academic calendar was prepared and circulated among the faculty members and students and displayed in the institutional website.



22.4: It was resolved to prepare the curriculum and syllabi for III semester UG and PG programmes under 2019 Regulation.

22.5: It was resolved to conduct second Board of Studies meeting for III semester UG and PG programmes under 2019 Regulation on or before end of August 2020.

22.6: It was resolved to conduct second Academic council meeting on or before end of September 2020 based on the member's convenient date.

22.7: It was resolved to prepare the Annual Quality Assurance Report for the last academic year through IQAC. All the criteria in-charges are instructed to submit the details at the earliest.

22.8: It was resolved to improve the extension activities through NSS.

22.9: It was proposed to conduct Inter department auditing twice in a semester.

22.10: It was resolved to conduct placement classes for the final year students to get knowledge and exposure to get placed in companies.

22.11: It was resolved to conduct induction programs for the first year students through online mode.

22.12 Any other Matters:

1. Revision of Best Practice looking into the Pandemic COVID-19 scenario almost all the activities of Academic as well as administrative activities were shifted to online. Our Institute has adapted remarkable change and shifted to an online platform to the fullest extent from the start of Lockdown. So looking into the need of time and efforts of the staff it is to be decided to make it as one of the best practice of Institute which will be continued in the departments.
2. Faculty qualification can be enhanced.
3. Research publications, funding and consultancy projects can be further improved.

Dr.K.Pushpalatha, IQAC coordinator has delivered the vote of thanks at the end of meeting.


IQAC CO-ORDINATOR





PRINCIPAL

**Dr. N. Nagarajan, M.E., Ph.D.,
Principal**

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