

## IQAC Meeting 11

05/09/2017

Sl.No.	Subject	Minutes
1	Welcome	At the outset, IQAC Co ordinator welcome the Chairman and all the members for the IQAC Meeting.
2	Approval of the Previous meeting minutes	The previous meeting minutes were presented, and the action taken report for the previous meeting was discussed and resolved.
3	Final Preparations for NAAC Peer Team Visit.	<p>The chairman of the IQAC informed the IQAC members that next week i.e from 14<sup>th</sup> to 16<sup>th</sup> the NAAC Peer Team will visit to the college for inspection towards accreditation purpose.</p> <p>In this regard, he informed all the IQAC members start the preparations and work with a high pitch. IQAC chairman informed the IQAC Co ordinator to Prepare a schedule for the final mock visits of the departments and complete the mock visits of the departments by this week.</p> <p>The IQAC Co ordinator informed the chairman and IQAC members that without affecting the regular classes he proposed do the mock visits of the departments on Saturday and Sunday such that all the teachers free from classes and labs and it also helps the departments are free and they will be prepared for the mock visits.</p> <p>Based on the suggestions from the IQAC co ordinator, the IQAC Chairperson and other members are welcome the suggestion. It was decided in the IQAC meeting that there will be a full working day on Saturday and Sunday. IQAC Chairman informed the co ordinator to send the circular regarding the mock visit on Sunday and also Saturday is also working full day instead of half day.</p> <p><b>Refer Annexure 8 for the schedule for mock visits of the departments.</b></p>
4	Principal Presentation About the college	<p>IQAC Chairman informed in the meeting that I will give the final presentations for all the HOD's, IQAC Members, Co ordinators, teaching and non-teaching staffs at 9:30 Am in the CSE Seminar Hall. He informed the co ordinator for the necessary arrangements.</p> <p>The IQAC coordinator explained the works that are ready for the NAAC Peer Team Visit and we are doing the final preparations.</p> <p>The IQAC Chairman informed to all the IQAC Members that finalize all the committee presentations by Sunday in consultation with the committee co ordinators and there should not be any corrections in the presentations after finalization.</p>
5	Vote of thanks	The IQAC Coordinator proposed the vote of thanks and the meeting is concluded.