## Meeting-03 (15/05/2017)

| Sl.No. | Agenda | Minutes | Resolution |
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| 1 | Welcome | IQAC coordinator welcomed Chairman and members for the meeting and set the agenda of the meeting of the day in two phases.<br>First phase IQAC meeting and in the second phase Committee coordinators & members will join for the meeting to discuss the plan of action. | |
| 2 | Approval of the Previous meeting minutes | The previous meeting minutes were presented by the IQAC co ordinator and the action taken report for the previous meeting was approved by the IQAC. | |
| 3 | **First phase:** Acceptance of SSR & preferred dates for NAAC peer team visit | IQAC chairman discussed the acceptance of SSR by NAAC and mentioned about the compliance certificate as per the suggested format to be submitted to the NAAC.<br>IQAC chairman discussed the preferred dates for NAAC peer team visit as per the guidelines and the dates are finalized as 3rd week of august, 4th week of august and 1st week of September.<br>HODs discussed the challenges regarding the workload of the staff due to semester end finalizations, university examinations and other timely works.<br>IQAC chairman urged all the HODs to step up their preparations in accordance with SSR submitted to the NAAC along with the timely workloads. | |
| 4 | **Second phase:** Discussions about the Plan of Actions of the various committees. | IQAC chairman started the committee discussions by mentioning the preferred dates for NAAC peer team visit and urging all the faulty to work with commitment.<br>Individual committees presented their respective plan of action to the IQAC and the necessary corrections regarding improvements are also suggested by the IQAC.<br>Further, it was decided to hold continuous presentations of the committees to IQAC to monitor the status.<br>A team of four faculty from the IQAC coordinated by IQAC coordinator is been constituted to look after the progressive work of the committees. | |
| 5 | Digital Professional Development Training | The chairperson of the IQAC informed in the meeting that the 50 members in the second batch has successfully completed the DPD Training Using IPAD and IMac. He also informed that use the digital plat form of teaching along with the regular methods effectively for the benefit of the students. | |
| 6 | Promotion of Research Activities in the college | Principal and chairperson of the IQAC informed all the members of IQAC through Research and Consultancy Committee may identify and promote research project applications received from major national and international funding agencies. Also, constitute committees of experts who can assist and as well provide critical review of the proposals and presentations. | |

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| | | • shall plan workshops, training programmes and sensitization.<br>• Collaborative research with agencies such as ISRO, BSNL, BARC and Corporate houses to be explored<br>• MOU by all Departments with national/international agencies be ensured.<br>• Consultancy to be strengthened.<br>• Industry-Institute Interaction using Triple Helix model.<br>• Job oriented/career courses to be explored.<br>• Online Grievance Redressal to be implemented.<br>• IQAC should design simple form for data collection.<br>• All Departments to be encouraged to publish research work in reputed journals.<br>• Bridge courses to be explored.<br>• Service of Departments Library to be strengthened.<br>• Number of MOUs to be enhanced.<br>• IQAC seminars to encourage project proposal submissions<br>• e-Content development to be taken up by Departments through DPD by using Imac. | |
| 7 | Vote of thanks | The IQAC Chairman thanked and concluded the meeting<br>• by expressing the consolidated view of the committee presentations with scope of improvement.<br>• urging the faculty to raise to the occasion and work with all the commitment to achieve higher grade for the institution. | |

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