

06-05-2020

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE

4th Meeting of Internal Quality Assurance Cell (IQAC) will be held on 08-05-2020 (3.00PM-5.00PM) through Online mode (Google meet) for monitoring the progress and functioning of academic and administrative units. All the members are requested to attend the meeting.

Agenda:

1. Online progress of all activities
2. Action taken report on resolution of previous IQAC meeting.
3. Any other by committee members
4. Any other point with permission of Chair.



Chairman

IQAC

Dr. A. RAMESH, M.E., Ph.D.

PRINCIPAL

CHENNAI INSTITUTE OF TECHNOLOGY
SARATHY NAGAR, NANDAMPAKKAM POST,
KUNDRATHUR, CHENNAI - 600 069.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the 4 th IQAC Meeting, Dated 08-05-2020	
Venue: Online Mode (Google meet) Time : 3.00 PM	
Committee Members & Others Present	Mrs. S. Sridevi, Dr. A. Ramesh, Dr.P.Partheeban, Mr. R. Ramesh, Dr. V.Dhinakaran , Dr.R.Balamurali, Dr. R. Janarthanam, Mr.M.D.Vijayakumar, Dr.O.S.Rajamohan, Mr. G.Keerthivijayadasan, Mr. C.Hariharasudhan, Mr. A.Sivabalan, Dr.C. Ezhilarasan, Dr. S.Pavithra, Dr. D. Vijayaganapathy, Mr. S. Rahul, Mr. D. Kannan.
Leave/ Absence:	-

Sl.No	AGENDA	DISCUSSION	DECISIONS/ACTION TAKEN	RESPONSIBILITY
1.	To discuss on improvising and approving the minutes of previous IQAC meeting	The minutes of last meeting were read, discussed and approved.	The documents submitted by assigned officials are approved and instructions were passed for implementation with immediate effect.	IQAC Coordinator to ensure the implementation
2	Online Classes: Progress review	The Classes for the students for the current semester subjects are offered through online	The Schedule of the Online classes has been circulated to the students through program coordinators.	IQAC members has to collect the online schedule.
3	Admission: Progress review	The admission procedure can be done through online mode	Virtual tour of the campus can be displayed to the students and parents.	IQAC members.
4	Online webinars	Experts like Academician, Experts from Industry can be invited to take online webinars	The participants are invited from various educational institution/Industries for the participation and the E-brochure is circulated among all known contacts through media.	IQAC members



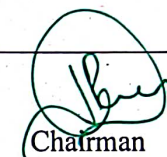
CHENNAI INSTITUTE OF TECHNOLOGY

Sarathy Nagar, Kundrathur, Chennai - 600069.

5	Promoting faculty to publish papers	Promoting faculty to publish papers in Scopus/Web of Science Journals and reviewing their performance periodically	The program coordinators are informed to make follow up on the action.	IQAC members
6	Vote of Thanks	On behalf of the IQAC Dr. Dr.A.Dhanasekar conveyed vote of thanks to Chairman and all members for attending the meeting and suggestions		

Copy to:

1. All Members of IQAC
2. All Faculties
3. All Assigned Officials


Chairman
IQAC

Dr. A. RAMESH, M.E., Ph.D.
PRINCIPAL
CHENNAI INSTITUTE OF TECHNOLOGY
SARATHY NAGAR, NANDAMPAKKAM POST,
KUNDRATHUR, CHENNAI - 600 069.

Transformation

Academics- Theory Classes, Laboratory Classes, Project Review, Internship, Internal Assessments, Remedial classes, Co and Extra Curricular Activities,

Administration: - Review meetings, Action Plan and Action taken monitoring.

Admissions: OK