



SRI ESHWAR COLLEGE OF ENGINEERING

COIMBATORE – 202

Minutes of IQAC Meeting held on 23rd June 2018

Date: 23/06/2018

Participants : IQAC Members
Time : 11AM
Venue : Board Room
Chaired by : **Dr.Sudha Mohanram, IQAC Chairman**
Mr.Kannan Narasimhan, IQAC Coordinator

Agenda : 1. NBA accreditation
2. Review of Best Practices for teaching and learning process
3. Plan of IQAC for the current year 2018-19
4. Annual Quality Assurance Report (AQAR) for the year 2017-18
5. Autonomous Status

Participants : Members of IQAC

SN	Points discussed	Responsibility	Target
1.	Previous meeting minutes are closed and no pending activities.	N.A	N.A
2.	NBA inspection was held during 2 nd – 4 th Feb, 2018. Awarded NBA to CSE, MECH, EEE and ECE on 28 th Feb, 2018. Appreciated the entire team for the effort put forth for this achievement.		
3.	Recommended for next level to apply for autonomous status.	IQAC Coordinator	April 2019
4.	Reviewed the existing best practices followed last year 2017-18 for improving quality of teaching and learning process. The existing practices may be followed as it is more effective.		
5.	AQAR report for the year 2017-18 to be submitted on time to NAAC office.	Prof.P.John Augustine	October 2018
6.	International MoU with Foreign Universities	Prof.P.John Augustine	September 2019
7.	Renovation of Startups - Ignite Accelerator	IQAC Coordinator	December 2018



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8.	IQAC Academic Review	Academic Reviewers	Every Month
9.	IQAC Internal Academic Audit	IQAC Coordinator	Quarterly once
10.	Submission of NBA – SAR report	IQAC Coordinator	February 2018
11.	Submission of Application for Autonomous status.	IQAC Coordinator	April 2019

John Augustine
Prepared by
Prof. John Augustine
IQAC Member

Kannan Narasimhan
23-6-2018
Passed by
Mr.Kannan Narasimhan
IQAC Coordinator

Sudha Mohanram
Approved by
Dr.Sudha Mohanram
IQAC Chairman

SRI ESHWAR COLLEGE OF ENGINEERING

ACTION TAKEN REPORT

Dept:	IQAC	Activity	Year/Section	Responsibility	Proposed Action	Target Date	Action Implementation	Implementation Verification	Verified by & Date	Action Status
				IQAC Meeting	Activity Date	6/23/2018	ATR Date:	30.06.2018		
1		Recommended for next level to apply for Autonomous Status.		IQAC Coordinator	To discuss with the management and apply for Autonomous status during the month of July 2018.	30.06.2018	Discussed with the Management and decided to apply for autonomous April 2019.	Verified the documents and found that the process initiated for Autonomous.	IQAC on 30.06.2018	Closed
2		AQAR report for the year 2017-18 to be submitted on time to NAAC		Prof.P.John Augustine	AQAR report will be prepared by coordinating with the department and the same will be sent during the month of October 2018.	25.10.2018				
3		International MoU with Foreign Universities		IQAC Coordinator	To Identify the reputed Foreign Universities and send request Mail to all on or before June 2018.	30.06.2018	Already Identified 40+ universities and sent request mail to them.	Verified the mail and it was sent on 07.06.2018	IQAC Team on 30.06.2018	Closed
4		IQAC Academic review		Academic Reviewer - Senior Faculty	The roles and responsibilities are to be circulated with reviewers for Academic audit	25.08.2018				
5		Academic Internal Audit		IQAC Coordinator	Academic audit schedule is to be prepared and circulated.	30.06.2018	Already Academic audit conducted with various department on 7.5.2018, 8.5.2018, 10.05.2018	Verified the documents and it is found that audit is done.	IQAC Team on 30.06.2018	Closed
6		Submission of NBA SAR report		IQAC Coordinator	Instruction to be given to CSE, ECE, Mech and EEE for preparing the SAR for their department and to be applied on or before April 2019.	30.06.2019	SAR prepared by the department and submitted on 26.02.2019	Verified the documents and it is found that SAR submitted on 26.02.2018	IQAC Team on 30.06.2018	Closed

Verified by

Principal

30-6-2018



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Minutes of IQAC Meeting held on 9th March 2019

Date: 09/03/2019

Participants : IQAC Members
Time : 11AM
Venue : Board Room
Chaired by : **Dr.Sudha Mohanram, IQAC Chairman**
Mr.Kannan Narasimhan, IQAC Coordinator

Agenda : 1. Review of Autonomous process
2. Review of the Plan of IQAC for the current year 2018-19
3. Review of AQAR submitted for the year 2017-18

Participants : Members of IQAC

SN	Points discussed	Responsibility	Target
1.	Review of Previous meeting minutes.		
2.	Reviewed the complete Autonomous documents on Quality aspect and recommended for submission.	IQAC Coordinator	
3.	Reviewed the AQAR 2017-18		
4.	Visited the renovated Start ups – Ignite Accelerator exclusively for Entrepreneurs.		
5.	Sending request through mail to various International Universities for MoU.	Dr.P.John Augustine	Immediate
6.	IQAC Academic Review	Academic Reviewers	Immediate
7.	IQAC Internal Academic Audit	IQAC Coordinator	Immediate
8.	Recommended for new programs – B.Tech.- Information Technology, B.E.-Computer and Communication Engineering	Management	June 2019
9.	IQAC may apply for receiving funding from NAAC for conducting workshop on Quality	Dr.P.John Augustine	June 2019



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10.	Submission of no. of Research funding proposal may be increased	Dean (R&I)	June 2019
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Prepared by *9/13/19*
Prof. John Augustine
IQAC Member

Kannan Narasimhan
Passed by
Mr. Kannan Narasimhan
IQAC Coordinator

Sudha Mohanram
Approved by
Dr. Sudha Mohanram
IQAC Chairman

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ACTION TAKEN REPORT

Dept:	IOAC	Activity	Year/ Section	IOAC Meeting	Activity Date	Target Date	Action Implementation	Implementation Verification	Verified by & Date	Action Status
Pending item of previous meeting										
1		AQAR report for the year 2017-18 to be submitted on time to NAAC		Prof.P.John Augustine	AQAR report will be prepared by coordinating with the department and the same will be sent during	25.10.2018	AQAR report prepared and sent to NAAC on 22.10.2018	Verified the NAAC documents and found AQAR sent on 22.10.2018.	IQAC Team on 16.03.2019	Closed
2		IOAC Academic review		Academic Reviewer - Senior Faculty	The roles and responsibilities are to be circulated with reviewers for Academic audit	25.08.2018	Academic reviewers identified and also roles & responsibilities are given on 7.08.2018	Verified the documents and found it is on going.	IQAC Team on 16.03.2019	On going
Action taken report for 09.03.2019 IOAC Meeting Minutes										
1		Recommended for next level to apply for Autonomous Status.		IQAC Coordinator	To review the Autonomous documents and submit the same on 21st March 2019.	21.03.2019				
2		International MoU with Foreign Universities		Prof.P.John Augustine	Received response from University of Malaya and MoU documents to be shared and will sign the documents on or before September 2019.	29.09.2019				
3		IOAC Academic review		Academic Reviewer - Senior Faculty	The roles and responsibilities are to be circulated with reviewers for Academic audit	25.08.2018	Academic reviewers identified and also roles & responsibilities are given on 7.08.2018 and subsequently monthly audit is being done.	Verified the documents and found it is on going.	IQAC Team on 16.03.2019	On going
4		Academic Internal Audit		IQAC Coordinator	Academic audit schedule is to be prepared and circulated.	30.06.2018	Already Academic audit conducted with various department on 7.5.2018, 8.5.2018, 10.05.2018 and subsequent quarterly basis audit is being done.	Verified the documents and it is found that audit is done.	IQAC Team on 16.03.2019	On going
5		Recommended for new Programs B.Tech -IT and B.E. - Computer and Communication Engineering		IQAC Coordinator	To discuss with the Management for new programs and to be applied with AICTE.	30.01.2019	Discussed with the management and applied for new programs between Dec-2018 to Jan 2019.	Verified the documents and it is found that new programs applied.	IQAC Team on 16.03.2019	Closed
6		IOAC may apply for funding to be received from NAAC		Prof.P.John Augustine	To be applied funding proposal with NAAC for conducting workshop on Teaching and Learning assessment	30.08.2019				
7		Submission of no. Research funding proposal to be increased.		Prof.P.John Augustine	Proposal to be created and submitted to NAAC	30.05.2019				

Verified by

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Principal

**SRI ESHWAR COLLEGE OF ENGINEERING
ACTION TAKEN REPORT**

Dept:	IQAC	Activity	Year/ Section	IQAC Meeting	Proposed Action	Target Date	ATR Date:	29/09/2019	Implementation Verification	Verified by & Date	Action Status
SI No.	Details of Issue/N on Conformity			Responsibility							
1	Recommended for next level to apply for Autonomous Status.			IQAC Coordinator	To review the Autonomous documents and submit the same on 21st March 2019.	21.03.2019	Submitted the application for Autonomous Status on 21.03.2019	Verified the document and it is found that application submitted on 21.03.2019	IQAC Team on 22.03.2019	Closed	
2	International MoU with Foreign Universities			Prof.P.John Augustine	Received response from University of Malaya and MoU documents to be shared and will sign the documents on or before September 2019.	29.09.2019	MoU signed with effect from 29.09.2019	Verified the documents and it is found that MoU signed between SECE and UM	IQAC Team on 29.09.2019	Closed	
3	IQAC may apply for funding to be received from NAAC			Prof.P.John Augustine	To be applied funding proposal with NAAC for conducting workshop on Teaching and Learning assessment	30.08.2019	Funding proposal prepared and submitted to NAAC on 21.08.2019	Verified the documents and it is found that proposal is submitted on 21.08.2019	IQAC Team on 29.09.2019	Closed	
4	Submission of no. Research funding proposal to be increased.			Dean (R & I)	Proposal to be created and submitted to NAAC	30.03.2019	Research funding proposal submitted for nearly 2 Crore with various funding agencies.	Verified the research documents and found that no. of proposals are increased.	IQAC Team on 30.03.2019	Closed	

Verified by

Principal

Prof. P. John Augustine
29-9-2019