

**NAAC CO-ORDINATORS MEETING**

**Date: 21.7.2023**

Members Attended			
1.	Dr.P.Vijaykumar – Dean & HoD, ECE	8.	Mr.S.Elayaraja – AP(SI.Gr), CIVIL
2.	Dr.R.Ramesh- HoD, Mech	9.	Mr.T.Premkumar – AP(Sr.Gr), Mech
3.	Dr.E.Malar – Professor, EEE	10.	Mr.R.Avinash kumar – AP(Sr.Gr),Mech
4.	Dr.K.Balaji – ASP, Chemistry	11.	Ms.V.Selvapriya – AP(Sr.Gr), CIVIL
5.	Dr.B.Adhavan – ASP, EEE	12.	Dr.S.Vaishnavi – AP(Sr.Gr), CSE
6.	Dr.V.Rajkumar – ASP, Mech	13.	Ms.M.Deepa – AP(Sr.Gr), ECE
7.	Mr.D.Venkatesh – AP(SI.Gr), ECE		

S.No	Points Discussed/ Action to be Taken	Responsibility	Deadline
1.	<p>Dr.P.Vijaykumar, Dean, Electrical &amp; Computer Engg and Dr.R.Ramesh, Director-IQAC welcomed all the Criterion Coordinators. The following Criterion Metrics were discussed.</p> <p><b>Criterion III:</b></p> <ul style="list-style-type: none"> <li>• All The Department Criterion Co-ordinators are requested to complete their NAAC Files.</li> <li>• The criterion co-ordinators are requested to update the latest year 2022-2023 data in the respective files.</li> <li>• Display the posters and circular related to the NSS, YRC and Rotaract club in the respective places.</li> <li>• Innovation cell, Incubation cell and Patent cell to update their activities.</li> </ul>	<p>Ms.V.Selvapriya – AP(Sr.Gr), CIVIL</p> <p>Dr.S.Vaishnavi – AP(Sr.Gr), CSE</p> <p>Mr.D.Venkatesh – AP(SI.Gr), ECE</p> <p>Ms.A.Jeyashree - AP(SI.Gr), EEE</p> <p>Mr.R.Avinashkumar,AP(Sr.Gr),Mech</p> <p>Dr.M.I Abdul Aleem – HoD, CIVIL</p> <p>Mr.S.Elayaraja – AP(SI.Gr), CIVIL</p>	28.07.2023

2.	<p><b>Criterion VI:</b></p> <ul style="list-style-type: none"> <li>• The criterion co-ordinators are requested to update the latest year 2022-2023 data in the respective files.</li> <li>• All The Department Criterion Coordinators to complete their NAAC Files.</li> <li>• Organization structure should be displayed in IQAC Cell.</li> <li>• It was decided to conduct the events from IQAC Cell.</li> <li>• To create Action taken report for IQAC Minutes.</li> </ul> <p><b>Criterion VII:</b></p>	<p>Mr.S.Elayaraja – AP(SI.Gr), CIVIL</p> <p>Dr.B.Adhavan – ASP, EEE</p> <p>Dr.V.Rajkumar – ASP, Mech</p> <p>Dr.S.Vaishnavi – AP(Sr.Gr), CSE</p> <p>Ms.M.Deepa – AP(Sr.Gr), ECE</p>	28.07.2023
3.	<ul style="list-style-type: none"> <li>• All The Department Criterion Coordinators to complete their NAAC Files.</li> <li>• Industry Institute interaction cell to update their files.</li> <li>• To display the posters and circular related to the Yoga and WEC in the respective place.</li> <li>• Micro-Teaching data to be updated by Centre for Teaching Learning Practice.</li> </ul>	<p>Dr.E.Malar - Professor, EEE</p> <p>Dr.R.Ravikumar –AP(SI.Gr), Humanities</p> <p>Ms.N.Susithra – AP(Sr.Gr), ECE</p> <p>Dr.R.Manimegalai –HoD, CSE</p> <p>Dr.K.Balaji– ASP, Chemistry</p>	28.07.2023



Director-IQAC



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