

## Minutes of Meeting – IQAC

Agenda:

Date 19/6/2017

1. In order to ensure the quality of learning progress the first IQAC meeting has been conducted on 19 June 2017. The minutes of meeting has been reported as follows.

Member Present:

S. No.	Name	Designation	Signature
1.	Dr.R.Palson Kennedy	Principal	
2.	Mr.Sasi Veerarajan	Chief Operating Officer	
3.	Mr.B.Magesh	Convener IQAC	
4.	Dr.A.Nageshwaran	Prof. / CSE	
5.	Dr.P.R Jasmine Jeni	Prof,HOD./ ECE	
6.	Dr.A.Ranganathan	Prof./Civil	
7.	Mrs.Abisha J Beneyln	AP / ECE	
8.	Ms.B.Sreedevi	AP / ECE	
9.	Mr.M.Hari Sathish kumar	AP / Civil	
10.	Mr.N.Sathish	AP / Mech	
11.	Mrs.S.L SreeDevi	AP / EEE	
12.	Mr.A.Saroja	Village administrative officer	
13.	Mr.K. Arun Prasath	Alumni Student / CSE	
14.	Mr. A.Naveen Kumar	Student / ECE	
15.	Mr.k.Aniruthan	Student / Civil	
16.	Dr. S.KrishanKumar	SRO,Ex-office Industrialists	Online
17.	Mr. Ravi	Estate Discipline officer	



(Approved by AICTE, Affiliated to Anna University)

Affiliation number : F.No. Southern / 1-7014117548/2020/EOA Permanent Id 1-5937291

1. In order to ensure the day to day learning activity of the students, it is decided to give weekly assignments for all the subjects.
2. After submission of assignments the student will have to take weekly test for all the subjects.
3. The test will be conducted from 8.30 to 9.45 am.
4. The performance of the students will be evaluated on the same day and the slow learners must take additional classes during the evening hours.
5. In order to ensure the clear governance on the above said progress it is mandatory to submit a proper Assignment plan and test plan which should be entered in our e-governance software – iguru.
6. The assignment Plan, Test Plan, Assigning the assignment and test, Assignment and test Marks have to be entered in e governance software i-guru. The slow learners list will be taken from i-guru and the attendance of the student must be entered in the software for a better monitoring.
7. The quality of content delivering and the quality assessment must be monitored by Head of the departments and Principal.




8. In order to facilitate and motivate the entrepreneurial interest of the students the committee decided to open an Entrepreneurship development cell in the institute.

Copy to:

1. Chairman / COO / Principal
2. All HOD's
3. Administrative officer
4. All faculties
5. Office Copy



  
COORDINATOR - IQAC

  
Dr.R. PALSON KENNEDY, M.E., Ph.D.,  
PRINCIPAL  
PERI INSTITUTE OF TECHNOLOGY  
Mannivakkam, Chennai 600 048.

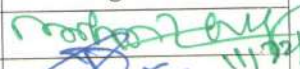



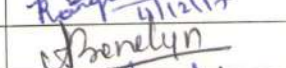
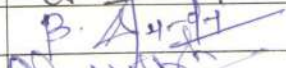
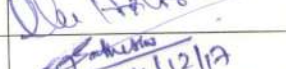
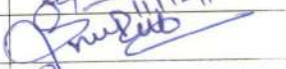

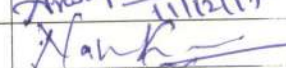
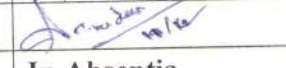
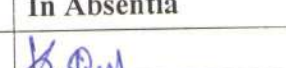




## Minutes of Meeting – IQAC

Date 11<sup>th</sup> Dec 2017

### Agenda:

The continuous assessment and analysis of IQAC found that the institution must focus more on research and accreditation process. Hence the second meeting of IQAC has been framed with the agenda of Research and Accreditation on 11<sup>th</sup> December 2017. The minutes of the meeting has been reported as follows.

### Member Present:

S. No.	Name	Designation	Signature
1.	Dr.R.Palson Kennedy	Principal	
2.	Mr.Sasi Veerarajan	Chief Operating Officer	
3.	Mr.B.Magesh	Convener IQAC	
4.	Dr.A.Nageshwaran	Prof. / CSE	
5.	Dr.P.R Jasmine Jeni	Prof,HOD./ ECE	
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13.	Mr. K.Arun Prasath	Alumni Student / CSE	
14.	Mr.A.Naveen Kumar	Student / ECE	
15.	Mr.k.Aniruthan	Student / Civil	
16.	Dr. S.KrishanKumar	SRO,Ex-office Industrialists	In Absentia
17.	Mr. Ravi	Estate Discipline officer	



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1. Faculty must insist the students about research from the beginning of Academic Course. It has been decided to create various Clubs towards research enrichment from the first year of study.
2. Through the clubs the institute decided to conduct paper presentation, ideathons and Project contests.
3. The faculty member of a department must publish one international publication per semester through international conferences. Partial financial support will be given by the management of institute.
4. Every department must organize one international conference and one student symposium for every academic year.
5. The management expects a department to receive funding projects from state and central government.
6. Every department must publish 2 news letters per semester as a record of events and students participations.
7. In order to make use of online learning platform the institute has enrolled as a local Chapter in NPTEL. The students and faculty members must make use of the opportunity to learn from the internationally recognized professors.



8. The institute will focus on accreditation progress from NAAC and NBA. Mr.B.Magesh, HOD/Civil Engineering will act as a NAAC coordinator and Dr.P.R.Jasmine Jeni HOD/ECE will act as a coordinator for NBA. It has been decided to Apply for Accreditation in academic year 2019 - 2020

Copy to:

1. Chairman / COO / Principal
2. All HOD's
3. Administrative officer
4. All faculties
5. Office Copy



*B. Magesh*  
11/12/17.  
COORDINATOR - IQAC

*Dr. R. Palson Kennedy*  
11/12/17  
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