

**DHAANISH AHMED****COLLEGE OF ENGINEERING**(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)  
Dhaanish Nagar, Padappal (Near Tambaram), Chennai - 601 301.

### Minutes of IQAC Meeting

Venue: Placement & IQAC Conference hall      Date: 24/11/2017 Time: 2.30 pm

#### Agenda of the Meeting:

1. Review and confirm the minutes of the earlier meeting
2. Academic Calendar
3. Planning of academic and research activities
4. Certificate/Soft Skill courses
5. Submission of IIQA
6. Organizing Faculty Development Program
7. Any other matter with the permission of the chair.

#### Members Present

S.No	Name & Designation	Role in IQAC
1.	Dr. K.Raja, Principal	Chair Person
2.	Dr.P.Ponnusamy, Dean	Senior Administrative officer
3.	Dr. B. Sridhar, HOD / ECE	Senior Administrative Officer
4.	Dr. A. Kalaimurugan, Prof / EEE	Senior Administrative Officer
5.	Prof.G.A. Senthil, HOD / CSE	Internal Member – Senior Teacher
6.	Prof.M. Srividhya, Asso.Prof / Petro	Internal Member – Senior Teacher
7.	Prof.S. Akbar Basha, HOD / Civil	Internal Member – Senior Teacher
8.	Prof.S. Revathy, HOD / MBA	Internal Member – Senior Teacher
9.	Dr. A. Shanmugavel, Asso.prof / Phy	Internal Member – Senior Teacher
10.	Prof.G Ramesh , Asso.Prof / Mech	Internal Member – Senior Teacher



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11.	Dr. R. Senthilkumar, Prof & Head / Mech	IQAC Coordinator
12.	Dr.A.Saravanan HOD / EEE	IQAC Coordinator

### **Points Discussed:**

#### **Agenda No. 1: Review of the Earlier Meeting:**

The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members

#### **Agenda No. 2: Academic Calendar.**

**Resolution:** Dean presented the academic calendar for even semester, and after discussion it has been decided to follow the same.

#### **Agenda No. 3: Planning of academic and research activities.**

**Resolution:** It has been decided that the college should submit proposals for AICTE schemes and Head of the departments should submit proposals for workshops and seminars to different funding agencies. The faculty members shall submit proposals for Major-Minor research projects to different funding Agencies during academic year.

#### **Agenda No. 4: Certificate/Soft Skill courses.**

**Resolution:** It has been decided to prepare a schedule for value added/ soft skill training for the students in the even semester. Mr. S.B. Mohan, Placement coordinator has been assigned the above task.

#### **Agenda No. 5: Submission of IIQA**

**Resolution:** After discussions it has been decided to submit IIQA in the month of December 2017.

#### **Agenda No. 6: Organizing Faculty Development Program**





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**Resolution:** It has been decided to organize the seven day Anna university approved FTDP by petroleum department on 04-10<sup>th</sup> December, 2017. The IQAC coordinator suggested organizing one day workshop on 'Revised framework of NAAC' in the month of December 2017.

**Agenda No. 7:** Any other matter with the permission of the chair: Nil

  
IQAC Coordinator



  
Principal

**PRINCIPAL**  
Dhaanish Ahmed Collage of Engineering,  
Dhaanish Nagar, Padappai, Chennai - 601 301

**Copy to**

1. The Chairman
2. The Secretary
3. The Members of IQAC