

Hindusthan College of Engineering and Technology

(An Autonomous Institution, Affiliated to Anna University, Chennai)

Coimbatore 641 032

Internal Quality Assurance Cell (IQAC)

28.06.2018

Circular

Sub: 07th IQAC Meeting called for- Reg.

This is to inform that 07th Internal Quality Assurance Cell (IQAC) meeting is to be held on 03.07.2018 at 10 a.m. in board room to discuss the following agenda.

1. Induction of new UG Programmes
2. Teaching-Learning process
3. Discussion about the Ranking
4. AQAR Submission
5. End Semester Results of UG/PG for the academic year 2018-19 (Odd semester)
6. EDUCAT-2018
7. Any other matters.

All the members are requested to attend the meeting without fail.

IQAC Coordinator
Coordinator
IQAC - HiCET

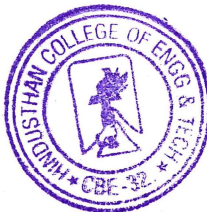
Principal
PRINCIPAL
Hindusthan College of Engineering & Techno
COIMBATORE - 641 032

To:

1. Dean (Academics)
2. All members of IQAC
3. All HODs
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The Managing Trustee



Hindusthan College of Engineering and Technology

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Internal Quality Assurance Cell (IQAC)

20.07.2018

Minutes of the Meeting

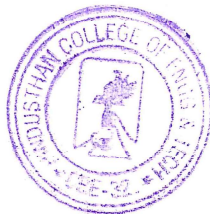
The 07th IQAC meeting was conducted on 03.07.2018, 11.00 am at Board room, Hindusthan College of Engineering and Technology, Coimbatore.

The following members were present

1. Dr.T.Kannadasan , Chairman / Principal
2. Dr.S.Annadurai , Advisor
3. Dr.N.Sengottaiyan , Vice-Principal
4. Mrs.K.Priya Sathish Prabhu , Management Representative
5. Dr.M.Sudha , HoD/ECE
6. Dr.K.Siva , HoD/MECH
7. Dr.A.R.Jayasudha, HoD/MCA
8. Dr.K.Akil , HoD/CIVIL
9. Dr.S.J.Narmadha , HoD/MCT
10. Dr.K.Samuvel, HoD/ MBA
11. Dr.N.Kathirvel , Local Society Nominee
12. Mr.G. Revanth , Student Nominee
13. Ms.K.Rajalakshmi , Student Nominee
14. Mr.M.Santhosh Kumar , Alumni Nominee
15. Mr.P.Swamy Nathan , Employee Nominee
16. Mr.A.Ezhilmaran , Industry Nominee
17. Dr.B.Anand , Coordinator

The following member could not attend the meeting due to their other engagements.

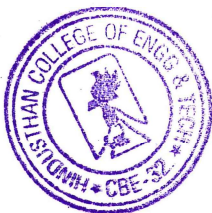
1. Dr.C.Sabarinathan , HoD/AUTO
2. Dr.P.N.Magudeswaran , Dean – Academics



- Dr.T.Kannadasan, Chairman / Principal welcomed all the members of the cell .The minutes and the action taken report of the previous meeting was read by Dr.B.Anand, IQAC Coordinator and it was confirmed.
- The Management representative happily announced and discussed about the introduction of 3 new UG programme from the current academic year 2018-19 onwards
 - B.E Agriculture Engineering
 - B.E Biomedical
 - B.Tech Food Technology

The following points were discussed and deliberated;

- HoDs were requested to instruct all the faculty members to use ICT tools as teaching aids which will enhance the quality of Teaching Learning process in the campus.
- IQAC Coordinator discussed about the NIRF –Pre-registering process and Data collection on several parameters such as teachers-student ratio, students enrolment, programmes, examination results, finance and infrastructure.
- IQAC Coordinator discussed on India Today’s Ranking and deliberated all the HoDs to render their support for taking up the responsibilities associated with the same.
- Parent’s Feedback and suggestions were also discussed during the meeting.
- The Principal advised all the heads of the departments to execute the academic activities as per academic calendar and adhere to it without any deviations.
 - Uploading of attendance in the e-campus before evening on daily routine.
 - Remedial classes (evening hours) to be scheduled by all the departments with proper notification to students with the motto to improve the academic quality of the institution in addition to the support provide to slow learners.
 - Uploading the timetable, faculty profile, smart material and other relevant documents to be completed prior to a week before beginning of semester.



- IQAC Coordinator elaborated about the preparation of AQAR for the academic year 2017-18 and the same has to be submitted to NAAC on December 2018. Steering committee was requested to collect data from various departments required to complete AQAR.
- The chairman advised all the HoDs to schedule Extracurricular and Co-curricular activities as per academic calendar and ensure the effective participation of all students to be a part of socially productive activities.
- IQAC Coordinator presented the proposed budget of all the department for establishing/purchasing of new laboratory equipment.
- IQAC Coordinator presented the discussion on feedback analysis taken with reference to teaching-learning process.
- The chairman happily announced about the responses receiving for EDUCAT-2018.
- As per the academic calendar extracurricular and co-curricular events should be scheduled.

The meeting ended at 01.30 pm with vote of thanks to the chair and other members by the IQAC Coordinator.

[Handwritten signature]

IQAC Coordinator
'Coordinator'
IQAC - HICET

[Handwritten signature]
 20.9.18

Head of the Institution
 (Chairman/IQAC)

PRINCIPAL
 Hindusthan College of Engineering & technology
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4. CEO for kind information
5. The managing trustee for kind information



- The coordinator conveyed that IQAC Annual Report for the academic year 2016-17 was completed and the Strategic Plan for the academic year 2017-18 was deployed.
- IQAC Coordinator announced about the proposal of conducting a Two Days National level seminar on Carbon Neutrality in Industries and Automobiles in the month of April 2018.
- The Chairperson advised all the Heads of the Departments to conduct more outreach activity in and around Coimbatore as part of contribution to the society.

Finally the IQAC coordinator delivered the vote of thanks and the meeting came to an end at 12.30 pm.



IQAC Coordinator
Coordinator
IQAC - HiCET

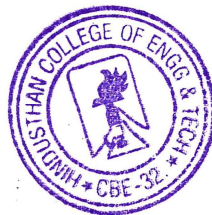
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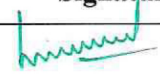








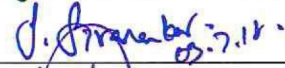
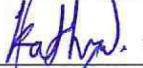



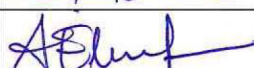
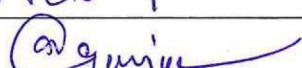
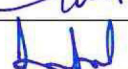



Head of the Institution
(Chairman/IQAC)

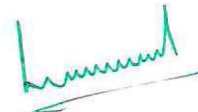
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Attendance for Internal Quality Assurance Cell (IQAC) Meeting held on 03.07.2018

| S.No | Name of the Member | Position | Signature |
|------|-----------------------|---------------------------|--|
| 1. | Dr.T.Kannadasan | Chairman |  |
| 2. | Dr.S.Annadurai | Member |  |
| 3. | Dr.P.N.Magudeswaran | Member |  |
| 4. | Dr.P.Rajeswari | Member |  |
| 5. | Dr.K.Siva | Member |  |
| 6. | Dr.N.P.Ananthamoorthy | Member |  |
| 7. | Dr.K.Akil | Member |  |
| 8. | Dr.S.Saravanasundaram | Member |  |
| 9. | Dr.K.P.Uma | Member |  |
| 10. | Mr.C.Shivasankar | Management Representative |  03.7.18. |
| 11. | Dr.N.Kathirvel | Nominee (Local Society) |  |
| 12. | Mr.G. Revanth | Student |  |
| 13. | Ms.K.Rajalakshmi | Student |  |
| 14. | Mr.M.Santhosh Kumar | Nominee (Alumni) |  |
| 15. | Mr.P.Swamy Nathan | Nominee from Employer |  |
| 16. | Mr.A.Ezhilmaran | Employer Nominee |  |
| 17. | Mr.Arvind Govindraj | Nominee (Stakeholder) |  |
| 18. | Dr.B.Anand | Coordinator |  |


03/07/2018





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Internal Quality Assurance Cell (IQAC)

ACTION TAKEN REPORT for 06th MEETING

| S.No | Discussions of Previous Meeting | Action Taken Report |
|------|--|---|
| 1. | NBA Accreditation for eligible departments for quality enhancements. | Suggestion was well taken and the process will be initiated soon. |
| 2. | Framing of Curriculum and syllabi (R-2016) | Suggestion was well taken and courses were designed |
| 3. | Utilization of Infrastructure and ICT facilities. | Faculty members were encouraged to use the available |
| 4. | Funds /Grants under various Government /Non-Government funding agencies. | Faculty members were motivated to apply for Funds and proposals for conducting faculty development programme were also submitted. |
| 5. | National level seminar on Carbon Neutrality in Industries and Automobiles. | It was successfully organized and participants from various colleges participated and got benefitted. |
| 6. | Conducting Outreach activities. | Students were motivated to participate in the activities which are the avenues to bring the growth to the society and raise social awareness. |

**IQAC Coordinator,
Coordinator
IQAC - HiCET**

**Head of the Institution
(Chairman/IQAC)**

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