KINGS
COLLEGE OF ENGINEERING
(NAAC Accredited Institution)
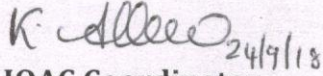*(Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai)*

Academic Year 2018-19 (ODD Sem)
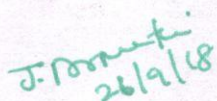## IQAC MEETING-III

Minutes of Meeting

IQAC Meeting for the month of Sep'18 was held on 24.9.18 at CSE Lab between 12.30 pm and 1.00pm. IQAC Coordinator recorded the status of activities completion as on date.

Activity	CIVIL	CSE	ECE	EEE	MECH	S&H
Spoken Tutorial 1. Workshop 2. Online test	Even sem	2 classes	Even sem	2classes	Even sem	-
Learning Outcome attainment report	*	*	√	*	*	*
Virtual Lab sessions	Even	Even	Even	Even	Even	-
Alumni interaction session	√	√	√	√	√	-
Entry Level Analysis	Report to be submitted					
Swayam Course 1. Staff 2. Student	Even	Even	27	10	Even	Even
NPTEL session tracking	√	√	√	√	√	Ongoing
PCE skill execution tracking	√	√	√	√	√	

* Report to be submitted

K. Allee 24/9/18
IQAC Coordinator

Copy to:
All IQAC members

J. 26/9/18

ACADEMIC YEAR 2018-19 (ODD Semester)

14.09.18

CIRCULAR

SWAYAM is a programme initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality.

List of courses categorywise offered during forthcoming month is listed for reference. Staff members shall choose appropriate course, attend course online and appear for test and get certification offered by MHRD & AICTE for the chosen course.

Course Title	Course Length	Course schedule	Weekly time commitments	Category
Quality Assurance in Engineering Education	40 Hrs	Start date:17.09.18 End Date:11.11.18	5 Hrs.	Engineering
Energy Efficient And Sustainable Architecture: Concepts And Design Strategies	45 Hrs	Start date:17.09.18 End Date:11.11.18	6 Hrs.	Architecture & Planning
Curriculum Implementation and Evaluation	20 Hrs	Start date:27.09.18 End Date:21.11.18	3 Hrs.	Education
Human Resource Management	60 Hrs.	Start date:1.10.18 End Date:4.1.19	4 Hrs.	Education
Real Time Power System Analysis And Smart Grid	40 Hrs	Start date:1.10.18 End Date:18.1.19	3 Hrs	Education
Awareness Programme on Solar Water Pumping System	30 Hrs	Start date:3.10.18 End Date:1.11.18	7 Hrs	Science

Course Title	Course Length	Course schedule	Weekly time commitments	Category
Transforming Instruction through Blended classroom	40 Hrs	Start date:15.10.18 End Date:09.12.18	4 Hrs.	Education, Engineering, Humanities
ICT in Teaching and Learning	20 Hrs	Start date:15.10.18 End Date:09.11.18	5 Hrs.	Education
Student Assessment and Evaluation	40 Hrs	Start date:19.10.18 End Date:14.12.18	5 Hrs.	Engineering
E-Content Development	40 Hrs	Start date:28.10.18 End Date:24.12.18	3 Hrs.	Education, Library and Information Science
Redefining Laboratory Instruction using Virtual Laboratory	20 Hrs	Start date:29.10.18 End Date:26.11.18	5 Hrs.	Engineering

Visit : https://swayam.gov.in for further details and registration.

Note: IQAC member of the department to track staff registration and participation in the respective department.

J. Mangala
14-9-18

PRINCIPAL

Copy To:

1. Secretary
2. CEO
3. VP
4. All HoDs

ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance – Sep'18

IQAC Members	Signature
Mr.K.Arun/Civil	
Ms.D.Vennila/ECE	D.Venila 24/9/18
Mr.S.R.Karthikeyan/EEE	S.R.Karthikeyan 25/9/18
Mr.V.Vinnothkannan/Mech	Reported on 26/9
Mr.G.Jeyakrishnan/Maths(S&H)	
Ms.K.Abhirami	K.calee
PRINCIPAL	

Principal convened **Staff Council meeting IV** for the semester on **10.10.2018 between 2.00 pm and 4.00 pm** at Conference Hall with the following agenda

- Identified tough subject – revision slot execution status
- Revision classes, Model Exams – Absentee followup
- Remedial classes – Plan
- Model Examinations Result Review Schedule
- Lab Monitoring Committee – Verification Report
- Staff Enrichment initiatives
- Counseling –II and CCM-III overall report

- PMKVY – Course Execution Plan
- Admissions 2019-20 - Initiatives
- Subject Allocation Plan for 2018-19 (Even Semester)
- I Yr Classes
  - Assessment Test – I results & Review schedule
  - Tuition Fee followup
- Motivational session
- Other related matters

Staff Enrichment initiatives

All faculty members should enrich their knowledge and upgrade. Importance of Faculty involvement in Research, Publications, Proposal submission was elaborated. Faculty members to undergo training cum certifications / publish papers.

- SWAYAM / NPTEL certifications
- Participation in FDP / STTPS organized by reputed institutions / NITs etc.
- Scopus indexed journal publications
- Research proposals
- Faculty-Visit-to-Factory during this winter period (by all faculties)

Members present
VP
Project Officer
HODs CSE, EEE, MECH, S&H
HoD i/c. Civil, ECE
Coordinator - Maths
IQAC Coordinator

12/10/18

PRINCIPAL

CC:
1. Secretary
2. CEO
3. Vice-Principal — S. Bhi
4. Minutes to be circulated among all staff thro' HODs. (Signed copy to be submitted to PRL office.)

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CERT
ISO 9001

ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING
Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Apputten 10/10/18
02	Dr.S.Sivakumar	VP	10/10/18
03	Dr.T.Shanthi	Project Officer	10/x/18
04	Ms.R.Revathi	HOD/Civil (in-charge)	10/10/18
05	Dr.S.M.Uma	HOD/CSE	10/10
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	10/10/18
07	Mr.Albert Martin Ruban	HOD/EEE	10/10/18
08	Dr.T.Pushparaj	HOD/MECH	T.Pushraj 10/10/18
09	Dr.V.Sureshkumar	HOD/S&H	10/10/18
10	Ms.T.Gnanajeya	Coordinator/Maths	10/10/18
11	Ms.K.Abhirami	IQAC/Coordinator	K.Abhee 10/10/18