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

CERT
ISO 9001

9.9.2019

Academic Year 2019-20 (ODD Sem)
IQAC MEETING

Minutes of Meeting

IQAC Meeting for the month of Sep'19 was held on 6.9.19 at CSE Lab between 12.30 pm and 1.00pm.

Alumni interaction sessions was completed in all the departments. Spoken tutorial tests sessions was planned and online tests sessions with certifications was made.

Department activity report softcopy submission was sought for overall compilation of reports.

Virtual lab sessions was conducted in all the departments. Minimum 2 sessions was organized. PCE skill was included by department members based on the Virtual lab session activity.

IQAC members were requested to **propose and prepare articles on quality**. Two member batch was identified and batch will prepare paper on quality improvement strategies and aim for publication.
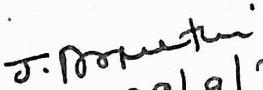CSE, CIVIL members
MECH, EEE, S&H members
ECE, IQAC coordinator

Vishwakarma Award nomination was made by CIVIL, CSE, ECE, EEE teams. Out of 5 proposals submitted 4 was submitted. 1 proposal from CIVIL, ECE and 2 from CSE was submitted. IQAC member motivated student batch and technology based rural development proposals were prepared and submitted. Similar efforts will be made in future too.

Communication related to student enrichments (call for contests, events, awards, openings etc.) will be made in IQAC group. Members to encourage respective students / alumni and guide them for betterment.

Members present
Civil, CSE, ECE, EEE, MECH

9/9/19

IQAC Coordinator

09/9/2019.

SPOKEN TUTORIAL WORKSHOP OVERALL SUMMARY

Department	II Year		III Year		IV Year	
	Title & No. of participants	No. of certifications	Title & No. of participants	No. of certifications	Title & No. of participants	No. of certifications
CIVIL	QCAD 29	To be done	INKSCAPE 37	18	LATEX 56	38
CSE	LINUX 45	15	JAVA 46	10	DRUPAL 39	5
ECE	SCILAB 38	39	LATEX 48	42	LATEX 52	46
EEE	SCILAB 18	5	OSCAD 15	-	LATEX 13	4
MECH	SCILAB 65	18	OPENFOAM 70	12	LATEX 89	62

No. of workshops   : 14
No. of participants   : 651 (122+130+129+36+224)
No. of certifications   : 314 (around 48%)

IQAC Meeting – III

1. S.R. Karthi Keyan — S.R.Karthikey 6/9/19
   AP/EEE

2. Aswin.M , AP/MECH — A....M 6/9/19.

3. R.Sriramkumar, AP/CSE — 6/9/19

4. Arun.K, AP/CIVIL — 6/9/19

5. D.VENNILA, AP/ECE — D.Vennila 6/9

ACADEMIC YEAR – 2019-20 (ODD sem)
Staff Council Meeting-III

Minutes of Meeting

09.09.2019

Principal convened **Staff Council meeting III** for the academic year on **07.9.2019** **between 10.30 am and 1.00 pm** at Principal Cabin with the following agenda.

- Revision Class Schedule & modularity
- Lab Model exam & records completion
- Department level staff review
- PCE skill execution reports
- Alumni Meet – Preparatory works
- Siemens CoE- Training Plan

- Industry Training
  - Industry-Academia Meet
  - IHT (reports)
  - FVFS initiatives
- Teacher's Day Celebrations
- NATS
- Other related matters

PCE skill execution reports

- Execution of PCE skill activity was verified and report was submitted by the team. CIVIL department has conducted the activity in an excellent manner. Different aids were used and execution was effective. CSE department also has conducted different activities. Followup of Homework was made effectively by Maths faculty members.

Alumni Meet – Preparatory works

- ALUMNI meet registrations are to be encouraged by respective department coordinator. **Registration details** to be submitted to PRL office on **16.09.19.**

Industry Training

- **Industry-Academia Meet**
  Industry-Academia Meet will be organized during Placement Day.
- **IHT (reports)** – presentation was completed in all departments. Overall report to be submitted.
- **Internships -** departments to encourage students to undergo internships. Institute ranks 1642nd position in Internships out of 2830 colleges participated all over India. **Departments to submit list of students encouraged / promoted to undergo Internship before semester exam commencement.**
- **FVFS initiatives** – Staff members are requested to complete visit to Factory / Industry for the year. **Deadline : 15.12.19.**
- Staff members are requested to enroll for suitable **SWAYAM and NPTEL certification courses. Research proposals** to be submitted by Ph.D holders. **Publication of paper, Certifications, Research proposals are mandated for availing vacation by staff members**. S&H department is also requested to submit proposals.

- **Self Assessment Report (SAR) will be revised** including components giving weightages to Institute Level Initiatives and other practices followed by Central Institutes. Revised form will be utilized for 2018-19 assessment report.

- Departments to complete all activities as per action plan submitted during semester commencement. Importance to be given towards overall development of the students and institute thereby supporting our progression.

- **Governing Council – major suggestions**
  - Proposals shall be submitted utilizing central Govt. schemes.
  - Strengthening of admission initiatives.

Members present
VP
HODs CSE, EEE, MECH, S&H
HoD i/c. Civil, ECE
Academic Coordinators – S&H, EEE
IQAC Coordinator, ISO Coordinator

J. Mruth
09/9/19.

PRINCIPAL

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ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING(08.09.19)
Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Moneti 7/9/19
02	Dr.S.Sivakumar	VP	7/9/19
03	Dr.T.Shanthi	Project Officer	7/9/19
04	Ms.R.Revathi	HOD/Civil (in-charge)	7/9/19
05	Dr.S.M.Uma	HOD/CSE	7/9/19
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	7/9/19
07	Dr.Albert Martin Ruban	HOD/EEE	7/9/19
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 7/9/19
09	Dr.V.Sureshkumar	HOD/S&H	7/9/19
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	7/9/19
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	7/9/19
12	Ms.K.Abhirami	IQAC/Coordinator	Kcdlee 7/9/19

13.   R-Ponni   ISO coordinator   7/9/19