

SURYA

SURYA ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Perundurai Road, Mettukadai, Kathirampatti (Po), Erode – 638 107, Tamilnadu, India
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09.01.2020

CIRCULAR

The fourth meeting of the Internal Quality Assurance Cell (IQAC) will be held on **10.01.2020** at **10 A.M.** in Principal Chamber. All the IQAC members are requested to attend the meeting and provide your valuable ideas and suggestions for the performance and improvement of institution.

Agenda:

1. Welcome by the Chairperson
2. To review the suggestions discussed during the 3rd IQAC meeting.
3. The submission of the report by the Chairperson of all activities carried out after first IQAC meeting.
4. To discuss about Admission process to be carried out for the Academic year 2020-2021
5. To submit other committee constitution, Minutes of meetings and action taken reports of the various committees which was held after 3rd IQAC meeting.
6. To review the result analysis of the ODD semester of the Academic year 2019-2020
7. Any other points to be discussed

Copy to:

- Principal
- IQAC Coordinator and Members
- All departments



Principal and Chair Person

[IQAC]


PRINCIPAL
SURYA ENGINEERING COLLEGE,
METTUKADAI, KATHIRAMPATTY (Po),
ERODE - 638 107

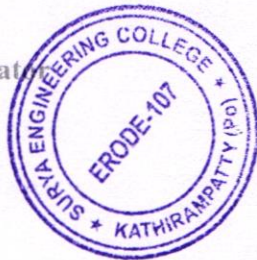
Minutes of 4th IQAC Meeting


Date of the meeting conducted : 10.01.2020
Time : 10 AM
Members Present :
○ Principal
○ IQAC Coordinator and Members
○ All department Heads
Venue : Principal Chamber

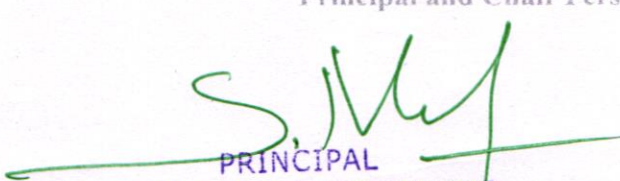
Minutes of the Meeting:

1. The Principal and Chair Person of IQAC initiated the meeting by welcoming the IQAC members.
2. Review of the suggestions of the 3rd IQAC meeting was done
3. Suggestions were given for the Admission process to be carried out for the Academic year 2020-2021
4. The report of the other committee constitution, Minutes of meetings and action taken reports of the various committees which was held after 3rd IQAC meeting was read and ratified.
5. To implement various Techniques to improve the Teaching Learning Process.
6. It was decided to conduct Academic, Administrative Audit (AAA) at end of every Academic year.


IQAC Coordinator




Principal and Chair Person


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07.07.2019

CIRCULAR

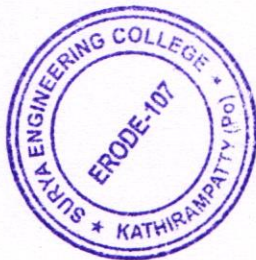
The Third Meeting of the Internal Quality Assurance Cell (IQAC) will be held on **10.07.2019** at **10.A.M.** at Principal Chamber. All the IQAC members are requested to attend the meeting and provide your valuable ideas and suggestions for the performance and improvement of institution.


Agenda:

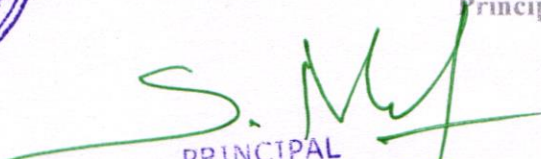
1. Welcome by the Chairperson and introduction of the IQAC members.
2. To submit the preparations of the forth coming Academic Year 2019-2020 (ODD Semester)
3. To conduct value added courses by all departments.
4. To conduct Internal Tests review at end of each Internal Test.
5. To implement feedback collection at the end of each semester.
6. To review the result analysis of the completed even semester University examinations of Academic year (2018-2019)
7. To encourage faculty to attend seminar, workshop, FDP and administrative programs.
8. Extension Activities to be carried out.
9. Any other points to be discussed.

Copy to:

- Principal
- IQAC Coordinator and Members
- All department Heads




Principal and Chair Person
[IQAC]


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Minutes of 3rd IQAC Meeting

Date of the meeting conducted : 10.07.2019

Time : 10 AM

Members Present :

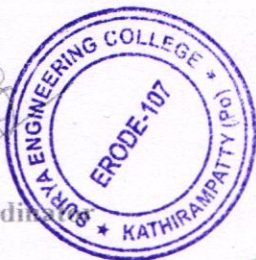
- Principal
- IQAC Coordinator and Members
- All department Heads

Venue : Principal Chamber

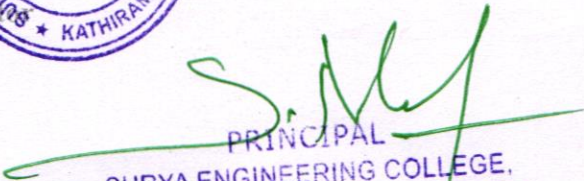
Minutes of the Meeting:

1. The Principal initiated the meeting by welcoming the IQAC members.
2. The availability of Academic Calendar, Workload and Timetable of classes and labs, course materials of subjects and lab manual of the laboratory was ensured for the Academic year (2019-2020) odd semester.
3. Conduction the value added courses by all departments was planned for 30 hours compulsorily with proper syllabus, lesson plan and course materials.
4. The conducting of Internal Tests and reviews was ensured and to be monitored.
5. The members suggested collecting feedback from all stakeholders for each semester, conduct analysis and to the take the action report based on the analysis.
6. Suggestions were given to improve CGPA for the coming University examinations.
7. The implantation of E-governance was discussed.
8. Faculty will be instructed to attend seminar, workshop, FDP and administrative programs for the quality improvement of the students.

IQAC Coordinator



Principal and Chair Person


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