 Erode Sengunthar Engineering College, Thudupathi, Erode District. (Autonomous)	INSTITUTION RECORDS	DOC.NO. : ESEC / MoM
	ACADEMIC YEAR: 2020 – 2021 Odd Semester	DATE : 27 .05. 2020
		PAGE : 1 OF 3
IQAC – Website Coordinators Meeting - 1		

CIRCULAR

The first IQAC Website coordinators meeting for the academic year 2020-2021 will be held on 10.06.2020 at 3.00 p.m. in CC6 Laboratory Premises. All the website Coordinators are requested to attend the meeting.


The agenda is as follows

1. Welcome Address
2. Roles and Responsibilities of Website Coordinators
3. Review of Existing website content
4. Discussion on New Courses Information
5. Format for sending data to website.
6. Vote of Thanks

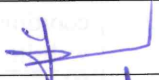

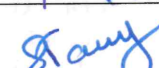
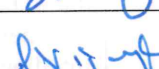
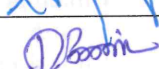
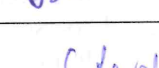
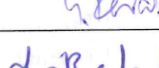

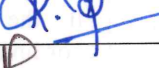
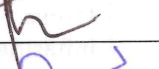
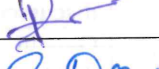

IQAC OVERALL WEBSITE COORDINATOR


Copy to

IQAC
 Circulation among all the website coordinators

 Erode Sengunthar Engineering College, Thudupathi, Erode District. (Autonomous)	INSTITUTION RECORDS	DOC.NO. : ESEC / MoM
	ACADEMIC YEAR: 2020 – 2021 Odd Semester	DATE : 03.06.2020
		PAGE : 2 OF 3
IQAC – Website Coordinators Meeting - 1		

The First IQAC Website Coordinator meeting was held on 03.06.2019 at 3.30 pm in CC6 Laboratory.
The following members were present

S.NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1	Dr. G. Sivakumar	IQAC Website Overall Coordinator & Professor / CSE	
2	Mr. M. Balaji	Department Website Coordinator / CIVIL	
3	Mr. S. Tamil Selvan	Department Website Coordinator / CSE	
4	Mr. L. Vijay Anand	Department Website Coordinator / EEE	
5	Ms. K. Poornima	Department Website Coordinator / ECE	
6	Ms. G. Revathi	Department Website Coordinator / EIE	
7	Mr. A. Balakumaran	Department Website Coordinator / Mechanical	
8	Mr. K. Balasubramaniam	Department Website Coordinator / BME	
9	Mr. A. Rajesh	Department Website Coordinator / CA	
10	Dr. A. Ravisankar	Department Website Coordinator / MS	
11	Ms. M. S. Devimani	Department Website Coordinator / S&H	

 Erode Sengunthar Engineering College, Thudupathi, Erode District. (Autonomous)	INSTITUTION RECORDS	DOC.NO. : ESEC / MoM
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IQAC – Website Coordinators Meeting - 1		

Minutes of the Meeting

S.No.	Minutes	Responsible Person	Target date	Remarks
1	IQAC Overall Website Coordinator Dr. G. Sivakumar welcomed all the members.	-	-	
2	The Roles and Responsibilities of all the website coordinators were explained by the Overall website coordinator Dr. G. Sivakumar			
3	Discussed the status of website content of all the Department. The website Overall Coordinator Dr. G. Sivakumar insisted all the website coordinators to check their department content in the website	All website coordinators	Continuous	
4	The new courses B.E. Agri, B.Tech. Artificial Intelligence and Data Science and B.E. Robotics and Automation details were discussed	Website Administrator	-	
5	It is decided to include separate pages for the new courses with PEO, PO, PSO, Vision, Mission, Infrastructure, Faculty and Scope of the Programme details.	Respective website coordinators	29.06.2020	
6	Format of data to be sent to the website coordinator were discussed. The new excel data format was shared by the website administrator to all the website coordinators. The website coordinators are requested to strictly follow the format. The size of the photo for events, Infrastructure, banner, photo gallery were discussed and finalized.	All website coordinators	Continuous	
7	Overall website coordinator proposed vote of thanks	-	-	


IQAC OVERALL WEBSITE COORDINATOR


PRINCIPAL

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1. IQAC
2. Circulation among website coordinators