

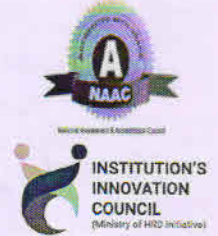
Academic Year: 2020 – 21
 Meet : 03
 Action Taken Report : 03



ERODE SENGUNTHAR ENGINEERING COLLEGE

(An Autonomous Institution)

Approved by AICTE, New Delhi, Permanently Affiliated to Anna University- Chennai,
 Accredited by National Board of Accreditation (NBA), New Delhi &
 National Assessment and Accreditation Council (NAAC), Bangalore with 'A' Grade
PERUNDURAI-638 057, TAMILNADU, INDIA.



Action taken Report of Meeting – 03 held on 07.01.2021

S.No.	Points Discussed	Action taken	Responsible Person	Target date / remarks
1	Chairperson welcomed the new members of IQAC	--	IQAC Coordinator	2020 – 21
2	IQAC Convener and Principal reviewed the Annual Quality Assurance Report of the 2019 – 20	They given some suggestion for improvement	IQAC Coordinator	2020 – 21
3	Principal briefed the various IQAC team and NBA file mapping. They insisted to work according to the allocated work to prepare for all accreditation process	IQAC Coordinator NBA Coordinator	IQAC Coordinator	2020 – 21
4	Principal reviewed the IQAC / NBA audit report in the meeting. They insisted to carry over the audit suggestions for improvement.	Principal insisted to check all the suggestion for improvement in further audits	IQAC Coordinator IQAC Auditor	2020 - 21
5	The individual department results after revaluation was discussed in the meeting. The reason for low pass percentage was briefed by Overall IQAC Exam Coordinator	Principal suggested to conduct mentoring in every department by verifying the IAT / CAT marks and he suggested to conduct remedial coaching classes for academic improvements	IQAC Coordinator All HoDs	2020 – 21
6	Academic audit reports were reviewed in the meeting and suggestions were given for the enhancement of all activities	Principal suggested to update all the audit forms as per the suggestions given in the meeting	IQAC Coordinator	2020 – 21

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7	It is suggested to verify the entire dept laboratory stocks	Stock verification process is insisted for verifying the physical stocks and working condition of all equipments	IQAC Coordinator	2020 – 21
8	The IQAC coordinator informed the acknowledgement of our AQAR for the academic year 2019 – 20 from NAAC office	Appreciated the work	IQAC Coordinator	2020 – 21
9	IQAC activity Coordinator insisted all departments to conduct the certificate programme and value added courses to enrich the students knowledge	HoDs briefed their department value added course plan of the academic year 2020 – 21	IQAC Coordinator	2020 – 21
10	IQAC IIPC Coordinator briefed the MoU activities in the Institution	Principal suggested to establish more no of MoUs in the Institution	IQAC Coordinator	2020 – 21
11	IQAC placement Coordinator briefed the pre placement training conducted for the students and they briefed the status of placement	Principal suggested to approach more number companies to visit our campus for placement.	IQAC Coordinator	2020 – 21
12	Principal suggested to submit a proposal for conducting workshops, seminars, FDP and Conferences	Principal suggested Director / Research to motivate all the faculty members to prepare a proposal	IQAC Coordinator Director / Research IQAC Auditor All HoDs	2020 – 21

M. S. S. S. S.
IQAC Coordinator



Principal
PRINCIPAL
Erode Sengunthar
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