
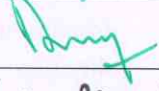
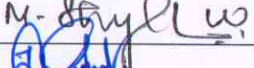
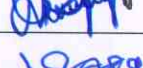
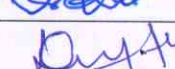
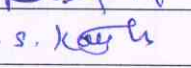

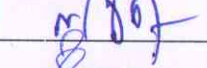
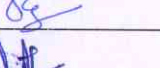


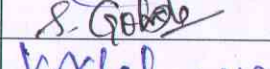
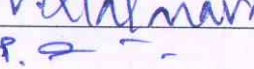
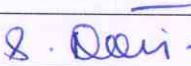
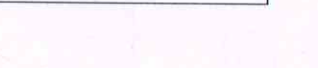



 Erode Sengunthar Engineering College, Thudupathi, Erode District.	INSTITUTION RECORDS	DOC.NO. : ESEC / MoM
	ACADEMIC YEAR: 2022 – 23 Odd Semester	DATE : 18.10.2022
		PAGE : OF 2
IQAC Teaching Coordinator's meeting minutes		

CIRCULAR

The 1st IQAC Teaching Coordinator's meeting was held on 18.10.2022 (Tuesday) at 03.00pm in the Conference Hall.


The following members were present

S.NO	NAME OF THE STAFF	DESIGNATION	Signature
1	Dr. V. Venkatachalam	Principal / IQAC Chairperson	
2	Dr. S. Christian Johnson	Director / Academics, IQAC Convenor	
3	Dr. M. Shyamalagowri	ASP / EEE IQAC Teaching Coordinator	
4	Mr. J. Arun Prasad	AP / Civil	
5	Mr. K. A. Damodharan	AP / CSE	
6	Dr. Deepa Priya	AP / AI & DS	
7	Ms. N. S. Kavitha	AP / IT	
8	Dr. R. Kannan	ASP / EEE	
9	Mr. M. Karthikkumar	AP / ECE	
10	Mr. P. Senthil Kumar	AP / EIE	
11	Ms. K. Ageela	AP / BME	
12	Mr. C. Nateshamurthi	AP / Mech	
13	Mr. C. Nateshamurthi	AP / RA	
14	Ms. S. Gokila	AP / Chemical	
15	Dr. V. Malaravan	AP / MBA	
16	Mr. P. Natarajan	AP / MCA	
17	Ms. M. S. Devimani	AP / Maths	

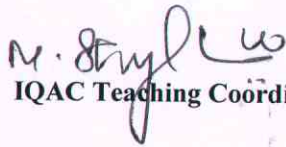
 Erode Sengunthar Engineering College, Thudupathi, Erode District.	INSTITUTION RECORDS	DOC.NO. : ESEC / MoM
	ACADEMIC YEAR:	DATE : 18.10.2022
	2022 – 23 Odd Semester	PAGE : OF 2
IQAC Teaching Coordinator's meeting minutes		

Minutes of the Meeting

S.No.	Minutes	Responsible Person	Target date	Remarks
1	The IQAC Overall teaching coordinator introduced the new composition of department wise teaching coordinator in the meeting	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
2	The IQAC Overall teaching coordinator welcomed all the members in the meeting.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
3	The IQAC Overall teaching coordinator insisted the roles and responsibilities of individual department coordinators. And she discussed with the individual department teaching coordinator to enrich the teaching learning process in the department.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
4	It was insisted to add the content beyond the syllabus for all theory and laboratory subjects and ensure that they have been taught to the students for their future enhancement.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
5	It was insisted to reform their teaching methodology to adopt for present students' needs and they were instructed to prepare various teaching aids for making the class more understandable.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
6	It was suggested to use the E learning materials and NPTEL videos for the classes.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
7	All the teaching coordinators were insisted to identify the slow learners list in every class and they were instructed to strictly monitor the remedial classes.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
8	The student's feedback should be collected through class committee meetings & direct student feedback forms and the feedback was analyzed and remedial actions were taken.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
9	The teaching coordinators were instructed to audit the lab manual (both controlled copy and master record) with content beyond the syllabus.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
10	It was insisted that, the Quality of the student's assignments and project should be evaluated based well defined rubrics.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
11	Course mapping and attainment calculations should be verified after completion of every internal test.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
12	All the teaching coordinators were asked to plan for bridge courses or value added courses in the vacation period to enrich the students' knowledge.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--

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	ACADEMIC YEAR: 2022 – 23 Odd Semester	DATE : 18.10.2022
		PAGE : OF 2
IQAC Teaching Coordinator's meeting minutes		

13	It was insisted to conduct a PAC / DAAC meeting in every department for analyzing the outcome based education.	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--
14	It was insisted to define POs and PSOs in every department for CO PO mapping process	IQAC Teaching Coordinator	2022 - 23 Odd Sem	--


IQAC Teaching Coordinator


IQAC Convener


Principal / IQAC Chairperson

Copy to

1. IQAC File
2. All IQAC Coordinators



Dr. V. VENKATACHALAM, M.S., M. Tech., Ph.D
PRINCIPAL
Erode Sengunthar,
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Thudupathi, Erode 638 057