RAJALAKSHMI INSTITUTE OF TECHNOLOGY

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KUTHAMBAKKAM, CHENNAI – 600 124.

CIRCULAR

RIT/INT-COL/011/CIR/2022-23 **04.07.2022**

All the IQAC members are hereby informed that the IQAC 1st Meeting for the year 2022-23 is scheduled to be held on 7/07/2022 in IQAC cell at 2.00 pm. The brief agenda of the meeting is as follows. All are therefore requested to kindly make it convenient to attend the meeting

AGENDA OF THE MEETING

1. Confirm the minutes of the previous meeting
2. To conduct the skill based courses for students.
3. To apply for Research center.
4. To apply for Major and Minor research projects for various funding agencies.
5. To conduct International conference.
5. Any other subject with the kind permission of the Hon. Chairperson

4/7/22

IQAC Coordinators

PRINCIPAL 4/7/22

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MINUTES OF THE MEETING

08.07.2022

The 1st meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 was held on 7/07/2022 at 2.00 p.m. in IQAC Cell. The meeting was chaired by Principal, Dr.P.K.Nagarajan.

At the outset, Dr. G.Nirmalapriya and Dr.Rajesh Kanna, IQAC coordinators welcomed the chairperson of the meeting Principal, Dr.P.K.Nagarajan and all members of Internal Quality Assurance Cell (IQAC). The following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thank.

S.No.	Agenda	Resolution
1	Confirm minutes of the previous meeting	The minutes of the previous meeting are read by the coordinator and confirmed. As per the minutes of the meeting the action taken report is briefly discussed in the meeting.
2	To conduct the skill based courses for students.	It has been decided to conduct various short term courses to student's pertaing to their program.
3	To apply for Research center.	Department of Electronics and Communication Engineering and Department of Mechanical Engineering have planned to seek recognition for Research center from Center for Research, Anna University, Chennai.
4	To apply for Major and Minor research projects for various funding agencies.	It has been decided that at least 2 research proposal per department need to be submitted
5	To organize International, National Seminars/Conferences/Workshops	Decision is taken to organize International conferences by the Department of Mechanical Engineering, Department of Computer science and Engineering together with Computer and Communication Engineering.

8/7/22

IQAC COORDINATOR

PRINCIPAL

8/7/22

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Following members were present for the meeting

1. Dr. P. K. Nagarajan, Principal & IQAC Chairman
2. Dr. D.C. Joy Winnie Wise, Dean Academics, Director IQAC
3. Dr.R.Kumar-Senior Administrative Officer
4. Dr. G. Nirmala Priya, Professor-CCE, IQAC Coordinator
5. Dr. S K Rajesh Kanna, Professor-MECH, IQAC Coordinator
6. Dr. G. Saikrishna, TPO
7. Dr.S.Manjula, Asso. Prof-ECE
8. Dr.T.Rajendran, Asso. Prof-CSE
9. Dr. A. Arthi, Professor-AI&DS
10. Mr.K.R.N Manoj-Corporate Manager-SS Technovation
11. Mr.P.Rakesh - Student, IV CSE
12. Ms.S.Lavanya -Student, IV ECE
13. Mr.R.Karthikeyan-Alumni

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