



IQAC – MEETING CIRCULAR

Ref/EPGI/EPCET/IQAC/01

DATE:18-01-2024

NOTICE

A Meeting of Internal Quality Assurance Cell(IQAC) is Convened on 18th Jan 2024 at 03:00 PM in IQAC Room.

Agenda of the Meeting:

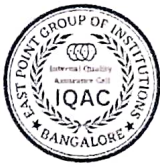
- Discussion of the Previous Activity Happened at IQAC.
- Preparation of Files at Department Level.
- Discussion of the Auditing Schedule.
- Completion of the Documents Pending for UGC Portal Autonomous-EPCET.

The following members are informed to attend the same.

				Sign
1	Dr T K Thivakaran	Dean, IQAC	Dean-IQAC	
2	Dr Heena Kousar	Associate Prof, CSE Dept	Member	
3	Prof Indumathi S	Assistant Prof, ISE Dept	Member	
4	Dr Chandrappa D N	Associate Prof, ECE Dept	Member	
5	Prof Vansika Rastogi	Assistant Prof, AI & DS Dept	Member	
6	Prof Purushotham	Assistant Prof, IOT Dept	Member	
7	Prof Gayathri V	Assistant Prof, BS Dept	Member	
8	Prof Barnali Ghosh	Assistant Prof, CV Dept	Member	
9	Prof Anjan Babu	Assistant Prof, ME Dept	Member	

Dean-IQAC

Principal



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Recording of Minutes of Meeting

With Reference to the Circular REF/EPGI/EPCET/IQAC/01. On 18th JAN 2024 Internal Quality Assurance Cell Conducted the Department IQAC Coordinator Meeting. Many points are discussed and the coordinator has got some fruitful connects and outcomes from meeting.

Name of the Department: Internal Quality Assurance Cell-EPCET		
Date: 18/01/2024	Time: 3:30pm – 4:30 pm	Venue: IQAC Room
Members Present		Apologies
<ol style="list-style-type: none">1. Dr T K Thivakaran, Dean – IQAC, EPGI2. Dr Heena Kousar, Associate Prof, CSE Dept, IQAC Member3. Prof Indumathi S, Assistant Prof, ISE Dept, IQAC Member4. Dr Chandrappa D N, Assistant Prof, ISE Dept, IQAC Member5. Prof Vansika Rastogi, Assistant Prof, AI & DS Dept, IQAC Member6. Prof Purushotham, Assistant Prof, IOT Dept, IQAC Member7. Prof Gayathri V, Assistant Prof, BS Dept, IQAC Member8. Prof Barnali Ghosh, Assistant Prof, CIV Dept, IQAC Member9. Prof Anjan Babu, Assistant Prof, ME Dept, IQAC Member		
Agenda of the Meeting: <ul style="list-style-type: none">• Discussion of the Previous Activity Happened at IQAC.• Preparation of Files at Department Level.• Discussion of the Auditing Schedule.• Completion of the Documents Pending for UGC Portal Autonomous-EPCET.		
Confirmation of Minutes of the Previous Meeting: 1 st IQAC Coordinator Meeting with Dean-IQAC, Dr Thivakaran T K.		
Minutes of Meeting: <p>Welcome and Introduction:</p> <ul style="list-style-type: none">• Dr Thivakaran T K, Dean-IQAC welcomed the members and called the meeting to order.• The minutes of the previous meeting held on 18th Jan 2024 were confirmed and approved. <p>Discussion on Quality Improvement Measures:</p> <ul style="list-style-type: none">• Open floor for members to share suggestions and ideas for quality improvement.• Discussion on any challenges faced and potential solutions. <p>Future and Initiatives:</p>		



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ATTENDENCE SHEET OF THE MEETING

SL NO	NAME	DEPARTMENT	DESIGNATION	SIGNATURE
1	Dr T K Thivakaran	Dean, IQAC	Dean-IQAC	
2	Dr Heena Kousar	Associate Prof, CSE Dept	Member	
3	Prof Indumathi S	Assistant Prof, ISE Dept	Member	
4	Dr Chandrappa D N	Associate Prof, ECE Dept	Member	
5	Prof Vansika Rastogi	Assistant Prof, AI & DS Dept	Member	
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8	Prof Barnali Ghosh	Assistant Prof, CV Dept	Member	
9	Prof Anjan Babu	Assistant Prof, ME Dept	Member	
Notes Taken and MOM prepared by:				Prof Gayathri V