EAST POINT COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by All India Council for Technical Education (AICTE), New Delhi
UG programs Accredited by National Board of Accreditation (NBA), CSE, ECE & ISE
Affiliated to Visvesvaraya Technological University (VTU) Belagavi, Recognized by Govt. of Karnataka

IQAC – MEETING CIRCULAR

Ref/EPGI/EPCET/IQAC/02
DATE: 21-02-2024

NOTICE

A Meeting for Internal Quality Assurance Cell (IQAC) Coordinators are planned to convene on 21st Feb 2024 at 03:00 PM in IQAC office. Kindly make it Convenient to attend.

Agenda of the Meeting:

- IQAC Preparedness for the Next Upcoming Semester.
- Auditing Report Interaction to IQAC Co-coordinator on General Basis.
- Details Requirement or updating of the necessary Documents for UGC-Autonomous

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 Purushothaman. M	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

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Recording of Minutes of Meeting

With Reference to the Circular REF/EPGI/EPCET/IQAC/02. On 21-02-2024 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: 21/02/2024	Time: 3:00pm – 4:00 pm	Venue: IQAC Room

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

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Confirmation of Minutes of the Previous Meeting: IQAC Coordinator Meeting with Dean-IQAC,

Minutes of Meeting:
Welcome and Introduction:
- 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.
- First, he Congratulated all the IQAC Coordinator for Happened 7th Sem Auditing Successful and Preparedness of the files to at most update.

Discussion on Quality Improvement Measures:
- IQAC Preparedness for the Next Upcoming Semester. Discussion on any challenges faced and potential solutions.
- Confirmed about the next upcoming 8th Sem Preparedness with Dates were been intimated priory.
- Explained the importance of Audit.

Future Plans:
- File requirements and Preparation for Autonomous
- Briefly explain the purpose and scope of maintain the files.

DEAN-IQAC

(Dr Thivakaran T K)

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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