

RVS College of Engineering & Technology, Coimbatore

Internal Quality Assurance cell (IQAC)

Minutes of IQAC Meeting

07-10-2016

Meeting Agenda:

- ✓ Laboratory experiment coverage .
- ✓ Appreciation for student attendance.
- ✓ Special examination for PART – A questions
- ✓ Reopening for next semester.
- ✓ Saraswathi Pooja celebration at the department & Model exam schedule alteration.

Meeting outcomes:

- Department wise discussion on Lab experiment completion.
- Appreciated the HoD's of EEE , CSE & ECE department for setting up a benchmark towards 100% student attendance.
- Student Recordbooks to be signed by HoD's only after clearing the Model Exam in all subjects.
- Model exam for Laboratory exams to be conducted between 13 Oct & 15 Oct 2016.
- Special exam on PART A questions to be conducted between 17 Oct & 22 Oct 2016.
 - 25 Questions with exam duration of 1Hr 30 Minutes.
 - Study hour between 9.00 am and 10.45am.
 - Special exam on PART A questions to be conducted between 11.00 am and 12.30pm
 - HoD and Exam cell coordinator has to plan the schedule for the same and copy of the schedule to be given to CoE.
- Exam for PART B may be conducted between 17 Oct & 22 Oct 2016 with the discretion of the respective department HoD.
- Model to be conducted on 08-10-2016 AN to be proponed to Forenoon session between 9.30am and 12.30pm.
- Saraswathi pooja can be performed in each department by 2.30pm on 08-10-2016.
- College can be reopened on 15-Dec-2016 for the next semester.
- Industrial visit plan has to be informed to students and the industrial visit to be scheduled between 15 Dec & 24 Dec 2016.
- Subject allotment for the next semester has to be planned and subject willingness to be obtained by the respective HoD's.
- Guest lectures for next semester has to be planned in advance.

IQAC Director