

RVS College of Engineering & Technology, Coimbatore
Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

20-01-2017

Meeting Agenda:

- ✓ Discussion on **Internal Test Schedule.**
- ✓ Discussion on **Syllabus Coverage.**
- ✓ Discussion on **Student Dress Code.**
- ✓ Discussion on **Class Committee Meeting.**

Meeting outcomes:

- **Because of Jallikattu issue and short duration of the current semester two internal tests and one model exam will be conducted.**
- **For each internal test two units should be covered and for Model five units should be covered.**
- **First Internal Test will be tentatively postponed to the second week of February.**
- **GMT and retest for GMT should be strengthen to compensate the loss of one internal test.**
- **GMT will be started from the next day of upcoming regular classes.**
- **All Saturdays will be regular working days.**
- **Department Staff meeting to be arranged regarding dress code and tutor report.**
- **Department level monitoring should be made effective by class advisor and tutor to improve the dress code culture.**
- **Student Profile notebooks should be effectively utilized by tutor.**
- **Department level HoD meeting with students should be arranged to motivate them.**
- **Class committee meetings should be arranged with HoD and Students and without faculty.**

IQAC Director