

S.A ENGINEERING COLLEGE, CHENNAI 0077

IQAC MEETING MINUTES ON DECEMBER 2017

Date : 22-12-2017

Agenda:

- Review of previous meeting minutes
- NBA visit by Expert committee for EEE & Mechanical departments
- Discussion on Audit reports of ODD semester
- ISO 2015 standards- Audit plan & Schedule
- Discussion on Result Analysis
- Internal Auditors – Criteria wise for NBA
- MRM presentation

Minutes of Meeting:

Dr.Sridhar, IQAC Committee Coordinator welcomed everyone for the Second IQAC meeting for the academic year 2017-18

1. Previous meeting minutes was reviewed by the Committee
2. NBA expert meeting will be visiting EEE & Mechanical departments based on the compliance report submitted.
3. EEE & Mechanical departments to be ready at any time for the visit.
4. Discussions based on the audit report were carried out and the suggestions for improvement given by the auditors will be incorporated by committee based on necessity.
5. External audit plan and schedule as per ISO 2015 standards will be intimated as soon as info is received.
6. Department wise results were discussed. Steps to be incorporated for improving results were discussed.
7. IQAC committee Coordinator will fix up the Internal Auditors – Criteria wise for NBA.
8. It was decided to meet every fortnight by the auditors and discuss on the improvement to be done.
9. Department Heads has to present their department activities in MRM by the 2nd week of February 2018.
10. MRM presentation should include Result analysis, Placements, Best Practices, Future Plans etc.

Finally Coordinator thanked everyone.

S. Sridhar
22/12/17
IQAC COORDINATOR