



# Rajiv Gandhi College of Engineering and Technology

(Approved by AICTE & Affiliated to Pondicherry University)

(Accredited with 'A' Grade by NAAC)

(Sponsored by Sri Balaji Educational and Charitable Public Trust)

Pondy-Cuddalore Main Road, Kirumampakkam, Puducherry- 607403

Phone: 0413-2615309, 2615310 \* E-mail: info@rgcetpdv.ac.in, iqac@rgcetpdv.ac.in \* Website: www.rgcetpdv.ac.in

## CIRCULAR

04-06-2018

This is to inform that first meeting of IQAC-RGCET for the academic year 2018-19 is scheduled on 06 June 2018, in the Conference Room at 11.00 A.M. All the members are requested to attend the meeting. The details of the meeting are as follows:

**Date:** 06-06-2018

**Time:** 11.00 A.M

**Venue:** Conference Room, RGCET

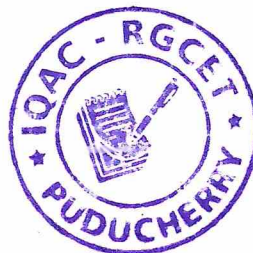
### **The Proposed Agenda of IQAC Meeting:**

- To read and conform of the Minutes of Previous meeting held on 11-04-2018.
- To Discuss the Academic Planning for the fore coming semester.
- To Discuss the Stakeholders Feedback.
- To suggest new measures, courses & programs under IQAC to be conducted in the Academic Year 2018-19.
- To discuss about RGCET Academic Calendar, Continuous Internal assessment Test, Department Association activities and programs to be conducted with functioning MoU signed organization.
- AQAR Submission for 2017-18.
- To discuss the Possibilities of Innovation Teaching Methods.
- External Funding Proposals.
- Any other subject with the permission of Chair.

Your presence and input will contribute significantly to the success of this meeting. We look forward to a productive and collaborative IQAC meeting.

Copy to:

All Members of IQAC



Principal

**Dr. E. VIJAYAKRISHNA RAPAKA**  
B.Tech. (Mech.), M.Tech. (Energy), Ph.D. (IIT Madras),  
M.I.S.T.E., F.I.I.P.E., M.C.S.I.M.C.I.I.  
**PRINCIPAL**  
Rajiv Gandhi College of Engineering & Technology  
Pondy Cuddalore Main Road,  
Kirumampakkam, Puducherry 607 402.



# Rajiv Gandhi College of Engineering and Technology

(Approved by AICTE & Affiliated to Pondicherry University)

(Accredited with 'A' Grade by NAAC)

(Sponsored by Sri Balaji Educational and Charitable Public Trust)

Pondy-Cuddalore Main Road, Kirumampakkam, Puducherry- 607403

Phone: 0413-2615309, 2615310 \* E-mail : info@rgcetpdv.ac.in, iqac@rgcetpdv.ac.in \* Website:www.rgcetpdv.ac.in

## Minutes of Meeting

Sl. No	Agenda Points	Plan of Action	Responsibility
1.	To read and conform of the Minutes of Previous meeting held on 11-04-2018	Approved unanimously	-
2.	To Discuss the Academic Planning for the fore coming semester	IQAC recommends the Heads of the department to prepare common academic calendar for UG and PG Courses based on the Pondicherry University academic calendar	All HoD's
3.	To Discuss the Stakeholders Feedback	Stakeholders Feedback is analyzed shared with concern HoDs. Necessary action to be taken as per concern	All HoD's
4.	To suggest new measures, courses & programs under IQAC to be conducted in the Academic Year 2018-19.	IQAC suggested the Heads of the Department and Training and Placement officers to suggest the value-added courses and skill-oriented courses stated in the stakeholders Feedback.  To fill the gap of Academic needs of the industry and to provide placement for the students.	All HoD's and Training and Placement Team
5.	Department Association Inaugural functions	IQAC Directed the Heads of the department to conduct the Inaugural of Department of Associations and conduct seminar and workshop in trending areas by inviting chief Guest.	All HoD's
6.	AQAR Submission for 2017-18	The IQAC chairperson directed that all the department Co-ordinators to submit the details in the prescribed format for AQAR submission	All the Department Head and IQAC Members
7.	To discuss the Possibilities of	All the Heads of the Department	All HoD's





# Rajiv Gandhi College of Engineering and Technology

(Approved by AICTE & Affiliated to Pondicherry University)

(Accredited with 'A' Grade by NAAC)

(Sponsored by Sri Balaji Educational and Charitable Public Trust)

Pondy-Cuddalore Main Road, Kirumampakkam, Puducherry- 607403

Phone: 0413-2615309, 2615310 \* E-mail: info@rgcetpdv.ac.in, iqac@rgcetpdv.ac.in \* Website: www.rgcetpdv.ac.in

	Innovation Methods	Teaching	will take the necessary steps for the arrangements of Guest Lecture, Hands on Training for the students.  Also instruct to arrange industrial visit and Internship with the MoU signed Companies.	
8.	External Proposals.	Funding	All the faculty members are advised to submit the research proposal to the funding agencies.	All Department faculty concern.

The meeting concluded with vote of thanks by the IQAC coordinator.

  
IQAC Coordinator



  
Principal

**Dr. E.VIJAYAKRISHNA RAPAKA**  
B.Tech. (Mech.), M.Tech. (Energy), Ph.D. (IIT Madras),  
M.I.S.T.E., FIITPE, M.C.S.I.M.C.I.I  
**PRINCIPAL**  
Rajiv Gandhi College of Engineering & Technology  
Pondy - Cuddalore Main Road,  
Kirumampakkam, Puducherry - 607 402.