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@rgcetpdy.ac.in, iqac@rgcetpdy.ac.in * Website:www.rgcetpdy.ac.in

15-05-2023

CIRCULAR

This is to inform that fourth meeting of IQAC-RGCET for the academic year 2022-23 is scheduled on 17th May 2019, in the Conference Room at 11.00 A.M All the embers are requested to attend the meeting. The details of the meeting are as follows:
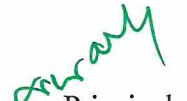
Date: 17-05-2023.

Time: 11.00 A.M

Venue: Conference Room, RGCET
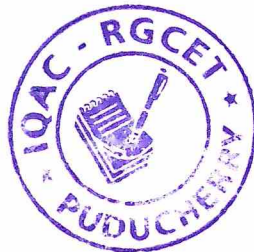
The Proposed Agenda of IQAC Meeting:

- To read and conform of the Minutes of Previous meeting held on 08-02-2023.
- To discuss the Stakeholder's feedback collections.
- To discuss the Teaching staff recruitment.
- To discuss about Laboratory requirement
- Admission and Placement strategic Plan
- ISO Certification.
- 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.

Principal,

Copy to:

All Members of IQAC

Dr. E.VIJAYAKRISHNA RAPAKA
B.Tech. (Mech.), M.Tech. (Energy) *
M.I.S.T.E., F.I.I E.,
PRINCIPAL
Rajiv Gandhi College of Engineering & Technology
Pondy - Cuddalore Main ...d.
Kirumampakkam, Puducherry 607 402.

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Minutes of Meeting

Sl. No	Agenda Points	Plan of Action	Responsibility
1.	To read and conform of the Minutes of Previous meeting held on 08-02-2023.	Approved unanimously	
2.	To discuss the Stakeholder's feedback collections	Stakeholder's feedback collections were verified and discussed. The necessary action suggested and taken should be communicated to the authorities	IQAC Coordinator
3.	To discuss the Teaching staff recruitment.	The Committee issued the directions to HoDs for academic load distribution among the faculty for the coming semester. Any short falls intimate the same to concern for new recruitment needed.	All the Department Heads.
4.	To discuss about Laboratory and library requirement	Stock of laboratory and library has to be verified before the vacation. After the completion of stock verification, deficiency and transfer details in the specified format has to be submitted. Purchase of the consumable and non-consumable components will be completed before the next academic year starts.	All the Department Heads., laboratory and library In-charges
5.	Admission and Placement strategic Plan	Each Department Head identify and assign a staff for admission and Placement	

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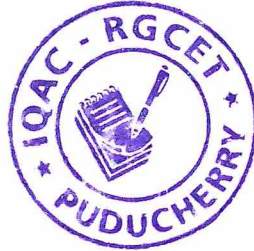Pondy-Cuddalore Main Road, Kirumampakkam, Puducherry– 607403
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		team	
6.	ISO Certification.	The IQAC Chair person appreciated the faculty of RGCET for obtaining ISO certification.	All the Departments Head and Faculty

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., F.I.I.P.E, M.C.S.,
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