



SRI VENKATESA PERUMAL COLLEGE OF ENGINEERING AND TECHNOLOGY

Date: 10/12/2016

Internal Quality Assurance cell

Minutes of the meeting

Members assembled at 3:30 PM on 10-12-2016 and convener addressed the gathering with the following key points.

1. The chairman placed the action taken report for ratification and accepted.
2. Training and placement officer proposed company oriented training by external agencies was accepted and instructed training and placement cell to contact company executives and plan a program and place the same for approval of the principal
3. It was resolved to conduct mock test in GRE /TOFEL pattern.
4. It was resolved to encourage to all the faculty and students to present the paper in the conferences and seminars.
5. It was decided to organize seminars by industry experts in industry and institute interaction.
6. It was resolved to conduct clean and green program in our college and nearby schools
7. **Budget utilization certificates:**
It was decided to call for budget utilization certificates of the previous semester from the HODS.
8. **Alumni students meeting :**
It was decided to conduct alumni students meeting to get suggestions for the development of college.
9. **News letter:**
Suggestions were invited from all the HODs for improvement of the news letter quality. They were asked to submit their reports within a week.
10. **EDP cell:**
It was resolved to conduct workshops for entrepreneur development and to create awareness to take one good idea for startup program

Coordinator

Coordinator, IQAC

Sri Venkatesa Perumal College of
Engineering & Technology



Chairperson

Principal & Chairman, IQAC
Sri Venkatesa Perumal College of
Engineering & Technology