

RVS College of Engineering & Technology, Coimbatore
Internal Quality Assurance cell (IQAC)
Minutes of IQAC Meeting

28-02-2017

Meeting Agenda:

- ✓ To schedule the internal test & Model Exam in concurrence with the portion coverage.
- ✓ To plan the working days for the current semester.
- ✓ To review the question pattern for the II years.
- ✓ To discuss about the plan for organizing department level events.

Meeting outcomes:

- **Internal Assessment II** is scheduled between **13th March and 18th March 2017**.
- Internal Assessment II is planned on first two hours on the above mentioned dates Morning one hour study for Internal Assessment II is cancelled.
- **Internal Assessment III** is scheduled from **3rd April to 5th April 2017** @ two exams per day.
- During Internal Assessment III 1st & 2nd hours are declared as study hours for the exam to happen during 3rd & 4th Hours.
- During Internal Assessment III 4th & 6th hours are declared as study hours for the exam to happen during 7th & 8th Hours.
- **Model exams is scheduled from 6th April to 12th April 2017**, First four hours of the day will be study hours for the exam scheduled in the afternoon.
- **Model Practical's is scheduled from 13th April to 15th April 2017**.
- All the **Lab records to be submitted** to the HoD through lab handling staff on or before **30th March 2017**.
- HoD's has to collect the number of hours required for each subject staff and the plan of action to be formulated.
- Question pattern for the second years is reformed as below:
 - Part A – 5 Questions x 2 Marks = 10 Marks
 - Part B – 2 Questions x 12 Marks = 24 Marks
 - Part C – 1 Questions x 16 Marks = 16 Marks
- **Department level functions are planned on the following dates**
 - **CSE** – National Level conference & Symposium on **03-March-2017**
 - **EEE** – National Level Symposium on **22-March-2017**
 - **ECE** – National Level Symposium on **24-March-2017**
 - **PCE** – National Level Symposium during **Last week of March 2017**

IQAC Director