

RVS College of Engineering & Technology, Coimbatore

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

27-12-2016

Meeting Agenda:

- ✓ Discussion on **Academic Schedule** for the even semester of 2016-2017.
- ✓ Discussion on **Good Morning Test**.
- ✓ Discussion on **Aptitude Test for third year students**.
- ✓ Discussion on **Extra Curricular Activities**.

Meeting outcomes:

- **Workshops, guest lectures and symposium to be incorporated in Academic Schedule.**
- **HoDs are asked to prepare Academic Schedule for the even semester of 2016-2017 based on the tentative schedule given bellow and the same can be submitted to IQAC on or before December 30, 2016.**

Internal Test	Duration
I	January 18, 2017 to January 24, 2017
II	February 20, 2017 to February 25, 2017
II	March 13, 2017 to March 18, 2017
Model Exam	April 3, 2017 to April 8, 2017

- **Each subject should have a separate guest lecture.**
- **Good Morning Test to be initiated (II Years - 4th Jan | III Years - 9th Jan | IV Year - 4th Jan onwards..)**
- **Students should submit their GMT note on January 3, 2017 to the respective subject faculties.**
- **Placement & Training cell has to initiate Aptitude Training for third year students between 2nd and 4th January 2017.**
- **Planned to conduct annual day and sports day to improve the student extracurricular activities.**
- **Faculties has to plan to complete two experiments in one lab session and Lab records to be completed before March 10, 2016.**
- **Completion of observation and record to be monitored by HoD.**

IQAC Director