Date: 19.02.2022 Time: 3.30 PM

Place: PTR Hall

Members Present

- 1. Dr.(Capt). D.V.P.Raja
- 2. Dr.M. Nisanth
- 3. Dr.M.Lakshumanan
- 4. Mr.D.V.Dharma Singh
- 5. Dr.P.Jaya Kumar
- 6. Mr.Mathusudhanan
- 7. Dr.V.Gurumoorthi
- 8. Mrs.R.Rajalakshmi
- 9. Ms.P.Meenaloshini
- 10. Mr.S.Charles
- 11. Ms.J.Sujitha
- 12. Mr.Arun kumar.K
- 13. Ms.G. Periyanayaki

The meeting started with silent prayer

- Chairman, MISS

- Principal (In Charge)
- Nominee from local community
- Nominee from Management
 - Coordinator
 - -Nominee from industry
 - Representing the teachers
 - Representing the students
 - Representing the NTS

Sl. No	Agenda	Discussion and Action Plan
1	Review of Academic Calendar 2021-22	Reviewed the programmes conducted in the year 2021 and decided to carry out the more programme as planned.
2	MOOC courses	Reviewed the implementation of the MOOC courses and it was decided to make continuous follow up so as to ensure the completion of the course after enrollment.
2	Workshop on Start up	It was decided to conduct workshop on various topics on Innovation and Incubation to promote start ups
3	Feedback from the stake holders	The feedback from the stake holders will be collected by IQAC for the syllabus revision and updation.
4	Energy and Green Audit	It was decided to conduct the energy Audit and Green audit for the year 2021-22.
5	Effective Mentorship	The HoDs are instructed to have a follow up on the Mentorship programme and the usage of LMS.
6	Soft Skills programme	It was instructed to conduct soft skills programme to the final year students to ensure the placement of more students.
7	UBA-Project	Under the Unnat Bharat Abiyan Scheme Dr.Gurumoorthi was awarded a project The feasibility and the process of implementation was discussed and decided to complete the project within the time bound period
8	Academic Audit	It was decided to conduct the Academic Audit at the year to improve the effectiveness of the departments.