

Minutes of meeting held on 12th September 2015

AGENDA:

Meeting called to order:

- I. Plan for the formation of IQAC**
 - II. Proposal and suggestions from senior members**
 - III. Establishing Internal Quality Assessment Cell**
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Points discussed in the meeting

- Dr. S.V.H Rajendra, Secretary called for a meeting on 12th September 2015 at 16:45 hours in the Board room of Sanketika Vidya Parishad Engineering College.
 - The meeting was chaired by Dr.S.V.H. Rajendra and attended by Head of the departments and senior faculty members.
 - It is proposed to form an IQAC team comprising Chairperson, Management member, Patron, Coordinator, and a team of organizing committee.
 - It is planned to conduct regular meetings once in every three months preferably Saturday to plan the next agenda and review the achieved goals.
 - HoDs' have been instructed to come with a concrete action plan for the next meeting on 19th September 2015 in which formulation of the committee with the members will be decided.
 - The meeting ended with a vote of thanks to the chair.
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For information:

The next meeting is planned to be scheduled on the 3rd Saturday i.e. 19th September 2015.

Dr.S.V.H. Rajendra
Secretary & Correspondent