

**MINUTES OF THE IQAC MEETING HELD ON 3-3-2020**

**A MEETING OF THE COORDINATORS OF IQAC WAS HELD TO DISCUSS THE PROGRESS ACROSS PARAMETERS OF THE PROPOSED SKILL DEVELOPMENT PROGRAMME ON 5<sup>TH</sup> MARCH 2020**

**Time: 2 pm**

**Venue: J C Road Campus**

**Member Present:**

1. Dr. Geetha Madhusudan
2. Dr. Vijayalakshmi Pradeep
3. Dr. Srividya Shivakumar
4. Dr. Kiran.KS
5. Dr. Ruby John
6. Dr. Hemanth Kumar
7. Dr. Rajani Jairam
8. Dr, Supriya Rai
9. Ms. Yashaswini. S

**Agenda item No.1**

Minutes of the meeting held on 5th February were read and approved.

**Agenda item No. 2**

Delegation of work across committees as done earlier and overseen

**Action:** Dr. Asha Rajiv and Dr. Rajani Jairam

**Agenda item No. 3**

Brochures distributed and received 150 responses

All other arrangements in place

**Action:** IQAC Coordinators

**Agenda item No. 3**

Resource persons identified and invited

**Action:** Ms. Yashaswini, Dr. Rajani, Dr. Asha Rajiv

**Sd/-**

**Director IQAC**

**ACTION TAKEN REPORT :**

- 1. Work was delegated for IQAC coordinators for the workshop.**
- 2. Brochures were prepared and invites were sent.**
- 3. 150 responses were received and approved.**