K. RAMAKRISHNAN COLLEGE OF ENGINEERING
(Autonomous)
Samayapuram, Tiruchirappalli-621 112

ACADEMIC YEAR 2021-2022

Minutes of IQAC Meeting

K.RAMAKRISHNAN
COLLEGE OF ENGINEERING
An Autonomous Institution
Permanently Affiliated to Anna University Chennai, Approved by AICTE New Delhi,
ISO 9001:2015, 14001:2015 certified institution, Accredited by NBA and with A grade by NAAC
Samayapuram, Tiruchirappalli – 621 112, Tamilnadu, India.

INTERNAL QUALITY ASSURANCE CELL

Circular

05.10.21

The Internal Quality Assurance Cell (IQAC) meeting for the **AQAR 2020-2021 (Criteria I to Criteria 5)** presentation will be held on **8th and 9th October 2021 at 11.30 am**. All Department Heads, Assistant Hod's and IQAC committee members are requested to be present on that day.

Venue: TLC

Principal

Meeting - I CIRCULAR Dated : 5/10/21

The Internal Quality Assurance Cell (IQAC) Meeting for the AQAR 2020-2021 will be held on 8th and 9th October 2021 at 11.30 Am. All Department Heads, Assistant HOD's and IQAC Committee Members are Requested to be present on that day.

PRINCIPAL/IQAC CHAIRMAN. S. Srinivasan

Circulated to

1. All HOD's and all Staff Members.
2. IQAC Committee Members.

Minutes Of the Meeting :-

1. Members Of IQAC from Mechanical, ECE, EEE, CSE, MBA, CSBS IT & S&H Departments presented AQAR 20-21 Report.

2. During the presentation, Chairman Of IQAC visited to focus on
   - To improve and enrich Student Activities
   - To Motivate the Students to undergo internship Training
   - To Conduct and improve the Count of Value added Courses.
   - To improve the publications of Sci Journals
   - To apply for funding proposals
   - To follow a uniform format in the Supporting documents.

Members Present:

Venue: Principal chambers.

S.NO	Name	Designation	Signature.
1.	Dr. D. SRINIVASAN	PRINCIPAL	
2.	Dr. K. Dhayalini	Prof / EEE	
3.	Dr. B. Kiran Bala	HoD / AI&DS	
4.	Dr. S. Manikandan	HOD / IT	
5.	K. Chellamuthu	AP / mech	
6.	Dr. T. M. Nithya	HOD / CSE	
7.	Ms. M. Nivetha	AP / AI&DS.	
8.	Dr. Jafrey	Asso. Prof / Mech	
9.	R. Sasikumar	AP / CSE	
10	P. Sivamalai	AP / CSE	
11.	A. Subramaniya Siva	AP / EEE	
12.	Dr M. Maheswari	Prof / ECE	
13	Dr. C. Jayalakshmi	Prof / ECE	
14	Dr. S. Titus.	Phy	
15	Dr. N. S. Venkataramanan	Chem	
16	R. Pandiarajan	Maths	
16	Mr. M. Karunakaran	English	
	P. KRISHNAMOORTHY	Library	
	U. PRABHAKARI	PD. PED	
	S. Mohammed Jasher Khan	placement	

K.RAMAKRISHNAN COLLEGE OF ENGINEERING

(AUTONOMOUS)

SAMAYAPURAM –TRICHY

DEPARTMENT OF EEE

ALL STAFF MEETING WITH PRINCIPAL

DATE: 06.01.2022 (THURSDAY)

TIME: 2.30PM-4.30PM

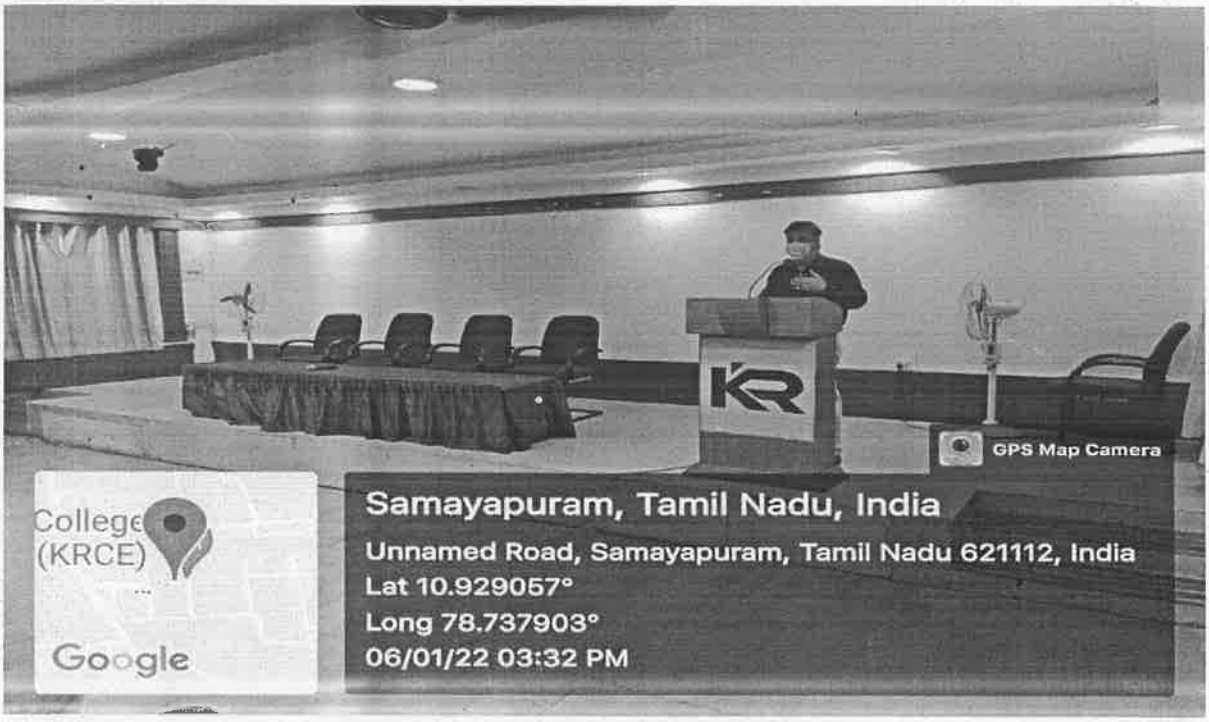
VENUE: 2ND FLOOR CONFERENCE HALL

AGENDA:

- Research and Funding
- Publication and IPR
- Staff discipline
- Staff involvement in work
- Staff coordination in team
- Staff relationship at work place
- Involvement in department activities
- Progress of Online classes
- Student project work
- Faculty members Health and hygiene

POINTS DISCUSSED:

- Faculty members should take care of their health and family health.
- All Ph.D doing faculties are strictly advised to spend two hours for their research and should start their publication work.
- Doctorates and senior faculty members are insisted to apply for funding and patents and they are asked to submit atleast 2 proposals for funding.
- Staffs should convert student project ideas into patent and publication.
- Faculty members should get the innovative project ideas from reputed text books and should initiate the students to carry out the project.
- Faculties are insisted to complete their publication work as per HR norms
- Avoid mobile phone usage while handling the classes.
- Staffs should follow the proper timing and to be punctual.
- Faculties must adhere to proper dress code while going to classes.
- All staff members should involve themselves in department related activities and work need to be completed on time.
- Should support the faculty members to complete their department related tasks.
- Faculty members should maintain cordial relationship with their own department and other department members.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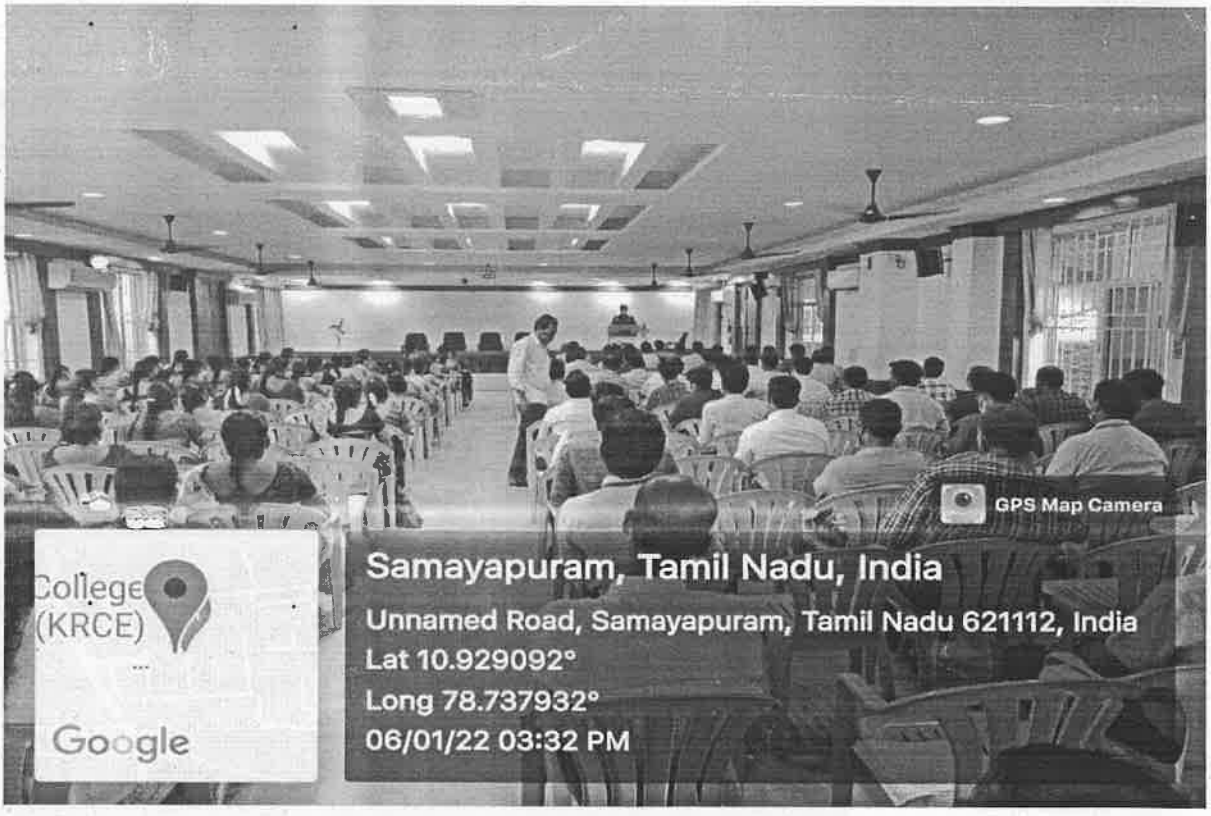
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Minutes of the Meeting:-

1. All Ph.D doing faculties are Strictly advised to Spend two hours for their Research and Should proceed with their publication work.
2. Doctorates and Senior faculty Members are insisted to apply for funding and Patents.
3. Staff Members were informed to Convert Student project ideas into patent and publication
3. Staffs Should follow the proper timings and be punctual.
4. All Staff Members Should involve Themselves in department related activities and the work Should be made Completed on time.
5. Staff Should Support faculty Members to Complete their department Related tasks.
6. Faculty Members Should Maintain Cordial Relation Ships with their own department and other department Members.
7. Moral Values to be taught for Students while taking Online and Offline classes.
8. More activities to be planned and to be Conducted in the departments.
9. Faculty Members Should take Care of their health and family health. "Self Care is the Best Care. All Staffs are asked to Wear Mask and Stay Safe in the Pandemic Situation

Meeting - 2

Circular

All Staff Meeting is Scheduled on 6/1/22 at 2.30 PM in the Conference hall. All Department Heads and faculty Members are requested to attend the Meeting. The agenda for that Meeting is as follows:

Agenda: → Review & Action Taken of previous Meeting

1. Research and Funding
2. Publications and IPR
3. Staff Discipline
4. Staff Involvement in work.
5. Staff Coordination in Team.
6. Involvement in Department Activities.
7. Progress of Online classes.
8. Student Project work
9. Faculty Members Health and hygiene.

PRINCIPAL / IQAC Chairman. D. Srinivasan

Members Present:-

S.NO	Name	Designation	Signature
1.	Dr. D. SRINIVASAN	PRINCIPAL	D. Srinivasan
2.	Dr. K. Dhayalini	Prof / EEE	
3.	Dr. B. Kiran Bala	HOD / AI&DS	
4.	Dr. S. Manikandan	HOD / IT	
5.	K. Chellamuthu	AP / mech	K. Chel
6.	Dr. T. M. Prithya	HOD / CSE	T.M. Prithya
7.	Ms. M. Nivetha	AP / AI&DS	
8.	Dr. Jafrey. D	Asso. Prof	D. Jafrey
9.	R. Sasikumar	AP / CSE	
10	A. Subramaniya Siva	AP / EEE	
11.	Dr. Mahaswari	Prof / ECE	

P.T.O.

S.NO	Name	Designation	Signature
1.	Dr. C. Jayalakshmi	Prof / ECE	C. Jay
2.	Dr. N.S. Venkataramanan	Prof / Chemistry	[illegible]
3.	Dr. A. SIRAJUNNISA	Asso. Prof / Chem	[illegible]
4.	Dr. M. Meiyanandhavathy	HOD / Mechanical	[illegible]
5.	Dr. N. Sivanantham	Asst. prof / Physics	[illegible]
6.	Dr. P. Pramila	Ass. Prof / Phy	[illegible]
7.	Dr. S. Titus	Prof / EEE & Head 1st year	[illegible]
8.	Dr. S. Neelabandan	Asso. Prof / Eng	S. Neel
9.	Ms. J. Jaziz Evelyn	Asst Prof / Eng	J. Jaz
10.	Dr. R. RAVINDRAN	AP / Eng	R. Ravindran
11.	R. KOWSALYA	Aptitude Trainer	[illegible]
12	V. Venkadesh	placement coordinator	V. Vf
13.	G. Kishor Kumar	Communication trainer	G. [illegible]
14.	V. Niveedha	Communication trainer	[illegible]
15.	R. Rajasekar	AP / maths	[illegible]
16.	B. Abarna.	AP / Maths.	B. [illegible]
17.	A. SHAGULHAMEED	Tutor / Maths	[illegible]
18.	U. PRABHAKARI	PED	U. [illegible]
19	P. KRISHNAMOORTHY	Library	[illegible]
20.	R. PANDIARAJAN	MATHS	[illegible]
21	S. SYED HUSAIN	ECE	[illegible]
22	U. SURENDAR	ECE	[illegible]
23	P. MURALI KRISHNAN	ECE	[illegible]
24	J. Roselin Sugunthi	ECE	[illegible]
25	B. Viswanathan	ECE	[illegible]
26	N.R. NAGARATAN	ECE	[illegible]
27	P. Malini	ECE	[illegible]
28.	M. KARTHICK	ECE	[illegible]
29	Radha. N	ECE	[illegible]
30	Rajapriya. S	ECE	[illegible]
31	A. Prabhu	EEE	S. [illegible]
32	P. Vigneshwaran	BEE	[illegible]
33	U. Ramani	EEE	[illegible]
34	V. KUMARARAJA	CSE	[illegible]

S.NO	Name	Designation	Signature
35	Dr. S. MURUGAPERUMAL	Asso. Prof/Mathematics	
36	P. KARTHIKEYAN	Assistant Prof - EEE	
37.	V. SARONRAJ.	Asst. Physical director	
38.	G. USHA DEVI	Assistant Prof /AI&DS	

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INTERNAL QUALITY ASSURANCE CELL

Circular 14.02.22

Internal Quality Assurance Cell **(IQAC)** meeting is scheduled on 18th February 2022 **at 03.00 P.M** in the Principal Chamber. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is as follows.

Agenda

1. Preparation of Action plan for 2021-2022 (EVEN SEM).
2. Plan for Internal and External Academic and Administrative Audit.
3. Final verification of AQAR 2020-2021 and submission.
4. NBA Document presentation.
5. Submission and Verification of CO-PO attainment .

Principal / IQAC Chairman

K.RAMAKRISHNAN COLLEGE OF ENGINEERING,
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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 18.02.22

S.No.	Points Discussed	Action Plan	Responsibility	Target Date
1.	Preparation of Action plan for 2021-2022 (EVEN SEM).	Department wise Academic activity schedule prepared and presented by HOD's.	IQAC Chairman, IQAC Coordinator & Department HOD's.	End of the semester
2.	Plan for Internal and External Academic and Administrative Audit.	Confirmed the schedule and auditors for Internal and External audit.	HOD & TEAM	After completion of Audit.
3.	Final verification of AQAR 2020-2021 and submission.	Presentation and Verification of all Criterion was done.	IQAC	-----
4.	NBA Document presentation by ECE, EEE & MECHANICAL departments.	Presentation and verification of NBA supporting documents as per Compliance report.	HOD & TEAM	March 2nd 2022
5.	CO-PO Attainment of all Departments	CO-PO attainment for 2019, 2020, 2021 batches were prepared. Course data sheet were collected from faculties. According to internal and university marks CO &PO attainment were calculated. Details were presented and verified	ALL Faculty Members. IQAC Chairman and IQAC Coordinator	End of the semester

Principal / IQAC Chairman

Members Present:

S. No	Name	Designation	Signature
1.	Dr. D. SRINIVASAN	PRINCIPAL	
2.	Dr. K. Dhayalini	Prof / EEE	
3.	Dr. B. Kiran Bala	HOD / AI & DS	
4.	Dr. S. manikandan	HOD / IT	
5.	K. Chellamuthu	AP / mech	
6.	Dr. T. M. Nithya	HOD / CSE	
7.	Ms. M. Nivetha	AP / AI & DS	
8.	Dr. Jafrey-D	Asso. Prof / Mech	
9.	R. SASIKUMAR	AP / ECE	
10.	A. Subramaniya Siva	AP / EEE	
11.	Dr Maheswari	Prof / ECE	
12.	Dr. N. S. Venkataramanan	Prof / Chemistry	
13.	Dr. S. Titus.	HOD / 1st year	
14.	Dr. S. Neelakandan	HOD / Eng	
15.	U. PRABHAKARI	PED	
16.	P. KRISHNAMOORTHY	library	
17	R-PANDIARAJAN	MATHS	

Meeting: 3

CIRCULAR

Internal Quality Assurance Cell Meeting is Scheduled on 18th February 2022 at 3:00 PM in the principal Chamber. All the Members of IQAC are requested to attend the Meeting. The agenda for the Meeting is as follows

1. Preparation of Action Plan for 2021-2022 (Even Sem)
2. Plan for Internal and External Academic and Administrative Audit.
3. Final Verification of AQAR 2020-2021 and Submission in NAAC Portal.
4. NBA document presentation.
5. Submission and Verification of Co-Po attainment.

PRINCIPAL / IQAC CHAIRMAN. D. Srinivas

Minutes Of the Meeting

Points Discussed	Actionplan	Responsibility
1. Preparation of Action plan for 2021-2022 (Even Sem)	* Dept wise academic activity Schedule prepared and presented by HOD's	IQAC Chairman Co-ordinator & Dept. HOD's
2. Plan for Internal & External AAA	* Confirmed the Schedule and auditors	* HOD & Team
3. Final Verification of AQAR 2020-2021	* presentation & Verification was done	* IQAC.
4. NBA Document presentation	* As per Compliance report ECE, EEE & Mechanical depts presented the report.	* HOD & Team
5. Co-Po attainment of all departments	* Co-Po attainment for 2019, 2020, 2021 batches were prepared & Verified	* All faculty under IQAC.

K.RAMAKRISHNAN COLLEGE OF ENGINEERING,
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INTERNAL QUALITY ASSURANCE CELL

Circular 04.04.22

Internal Quality Assurance Cell **(IQAC)** meeting is scheduled on 7th April 2022 **at 11.30 AM** in the Principal Chamber. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is as follows.

Agenda

1. Discussion of Recommendations and Suggestions of the External Academic Audit by External auditors.

Principal / IQAC Chairman 4/4

Minutes of IQAC meeting held on 07.04.22

S.No.	Points Discussed	Action Plan	Responsibility	Target Date
1.	External Academic Audit Recommendations & Suggestions.	Minor recommendations and suggestions were discussed for implementation. Planned to incorporate the suggestions.	HOD & TEAM	May first week of 2022.
2.	Schedule for External Administration audit	To prepare according to the checklist provided.	HOD, PRO& Team	12& 13th April 2022

Principal / IQAC Chairman 4/4

Meeting 4:

CIRCULAR.

IQAC Meeting is Scheduled on 7th April 2022 at 11.30 AM in the principal Chamber.

Agenda

1. Discussion of Recommendations and Suggestions of the External Academic Audit by External Auditors.
2. Schedule for External Administrative Audit

Principal / IQAC CHAIRMAN.

Minutes of the Meeting

1. Minor Recommendations and Suggestions were discussed for implementation and planned to incorporate the Suggestions. — HOD & Team.
2. To prepare and verify documents according to the checklist provided. — HOD, PRO & Team.

Members Present.

S.NO	Name	Designation	Signature
1.	Dr. D. SRINIVASAN	PRINCIPAL	
2.	Dr. K. Dhayalini	Prof / EEE	
3.	Dr. B. Kishan Bala	HOD / AI&DS	
4.	Dr. S. Manikandan	HOD / IT	
5.	K. Chellamuthu	AP / Mech	
6.	Dr. T. M. Prithy	HOD / CSE	
7.	Ms. J. Priyadharshini	AP / IT	
8.	Ms. M. Nivetha	AP / AI&DS	
9.	Dr. Jafrey D	Asso. Prof / Mech	
10.	R. Saswin	AP / CSE	
11.	A. Subramaniya Siva	AP / EEE	
12.	Dr. Maheswari	HOD / ECE	
13.	Dr. N. S. Venkataraman	Prof / Chem	

S.NO	Name	Designation	Signature
14.	Dr. S. Titus.	HOD/I st year	[signature]
15.	Dr. S. Neelakandan	Hop / Eng	S. Neelakandan
16.	U. PRABHAKARJ	PED	U. Prabhakar
17.	P. KRISHNAMOORTHY	library	[signature]
18.	R. PANDIARAJAN	MATHS	[signature]

K. RAMAKRISHNAN COLLEGE OF ENGINEERING
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KRCE/ CIR/IQAC/ 2022 **27.04.2022**

CIRCULAR

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 12.05.2022 at 03.30 pm in the TLC. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is as follows

1. Curriculum Enrichment
2. AQAR 21-22
3. National Education Policy(NEP)
4. Strategic plan JAN 2021 to Dec 2021 status
5. New strategic plan from JAN 2022- DEC 2022

27/4/2022

Principal / IQAC Chairman

CC: 1. All HOD's - To circulate among all staff members,
2. File

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INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting held on 12.05.22

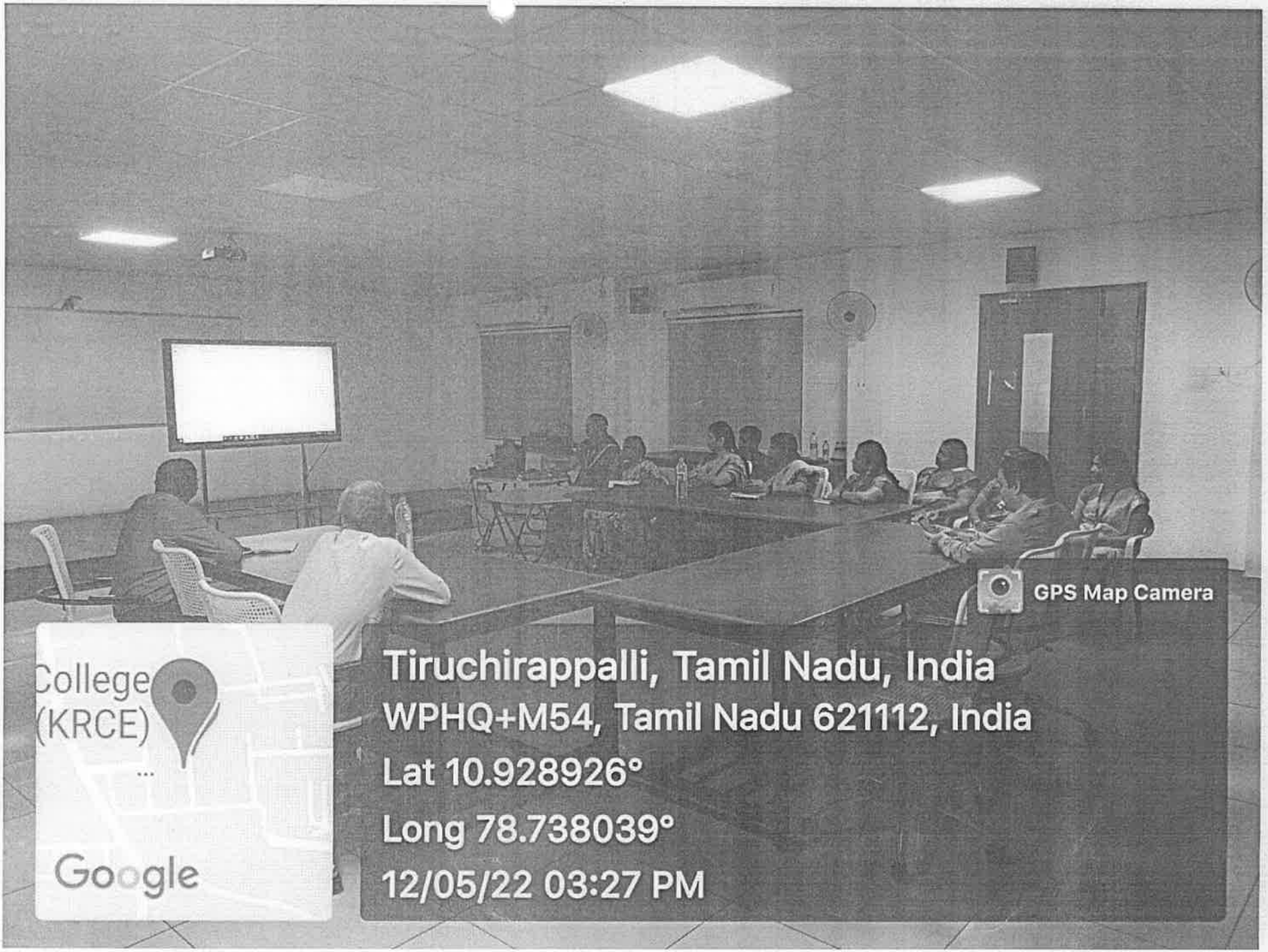
VENUE: TLC TIME: 3:00 pm to 4.30pm

Review and Action taken for the previous meeting held on 07.04.22.

1. External Academic Auditors Recommendations and Suggestions pointed were considered and action in progress.
2. External Administrative audit was planned and executed. Suggestions and Recommendations were considered and action in progress.

S. No.	Agenda	Action Plan	Responsibility	Target Date
1	Curriculum Enrichment	To plan and execute Value Added Course for all 2nd, 3rd and 4th year students.	HOD & Faculty In-charge	June 2022
2.	AQAR 21-22	To prepare and submit the department details from Jan 22 to May 22 to IQAC.	HOD & Department IQAC Coordinators	May 31rst 2022
3.	National Education Policy(NEP)	Discussed the points mentioned in updated AQAR 21-22	HOD & Faculty Members	-
4.	Strategic plan JAN 2021 to Dec 2021 status	All Departments to review the activities pertaining to student's w.r.to Criteria-2, Criteria-3, Citeria-5 and Criteria-7 till December 2021.	HOD & IQAC Coordinator	June 2022
5.	New strategic plan from JAN 2022- DEC 2022	Department Heads to prepare strategic plan for 2022 in discussion with IQAC Chairman.	IQAC Chairman, HOD & IQAC Coordinator	JUNE 2022

IQAC-Chairman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Meeting 5:

Circular.

IQAC Meeting is Scheduled on 12/5/22 at 3.30 PM in TLC. All the Members of IQAC are requested to attend the Meeting The agenda for the Meeting is as follows.

1. Curriculum Enrichment
2. AQAR 21-22
3. National Education Policy (NEP)
4. Strategic plan JAN 2021 to DEC 2021 Status
5. New Strategic plan from JAN 202 - DEC 2022

PRINCIPAL/ IQAC CHAIRMAN

Minutes Of the Meeting.

(*) Review and Action Taken for the previous Meeting held on 7/4/22

→ External Academic Auditors Recommendations and Suggestions pointed were discussed and action in progress.

1) To plan and execute VAC for all 2nd, 3rd and 4th year Students — HODS faculty I/c.

2) To prepare and Submit the department details from JAN 22 to MAY 22 to IQAC. — HOD & Dept IQAC.

3) Discussed the NEP documents —

4.) All departments to review the activities pertaining to Crit I to VII — 2021 Academic Ye

5. Department Heads to prepare Strategic plan for 2022 in discussion with IQAC Chairman.
— IQAC Chairman, HODS IQAC Coordinator.

Members Present:

S.NO	Name	Designation	Signature
1.	Dr. D. SRINIVASAN	PRINCIPAL	D.Srinivasan
2.	Dr. K. Dhayalini	Prof / EEE	
3.	Dr. B. Kiran Bala	HOD / AI&DS	
4.	Dr. S. manikandan	HOD / IT	
5.	K. Chellamuthu	AP / mech	K. Chr
6.	Dr. T. M. Prithiya	HOD / CSE	T.M.
7.	J. priyadharshini	AP / IT	
8.	Ms. M. Nivetha	AP / AI&DS	
9.	Dr. Jafrey. D	Asso. Prof / Mech	D. Jafrey
10.	R. SASIKUMAR	AP / CSE	
11.	A. Subramaniya Siva	AP / EEE	
12.	Dr Maheswari	PROF / ECE	
13.	Dr. N. S. Venkataramanan	Prof / Chem.	
14.	Dr. S. Titus.	Hod / 1st year.	S
15.	Dr. S. Neelakandan	HOD / English	S. Neel
16.	V. PRABHAKARI	PED	
17.	P. KRISHNAMOORTHY	Library	
18.	R. PANDIARAJAN	MATHS	

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ACADEMIC YEAR 2021-2022

OBJECTIVES & ACTION TAKEN REPORT

OBJECTIVES FOR THE ACADEMIC YEAR : 2021-2022

OBJECTIVES - TRAINING & PLACEMENT

1. The AMCAT score should be 10% above the national average in English, Quants, Logical, & AUTOMATA.
2. Minimum 100 companies should visit the campus for recruitment
3. The department should enrol the following percentage of students for placement
   ECE – 75 CSE – 80 MECH – 60 EEE - 70
4. The average salary of placed students shall not be less than
   ECE – 3.75 lakhs CSE – 4 lakhs MECH – 3 lakhs EEE – 3.25 lakhs
5. The following no. of students should be placed with a minimum salary of 5 lakhs per annum,
   ECE – 20 CSE – 25 MECH – 5 EEE - 05

OBJECTIVES – ACADEMICS

1. The Graduation percentage shall not be less than 97.
2. Every eligible department shall get NBA with a minimum score of 675.
3. Each student should take one online course per year for not less than 4 weeks from II year
4. Every student shall visit the library for minimum 2 hours per week
5. Minimum 25% of students should have cleared one foreign language course by the end of III year
6. All the students should have attended at least one value added course for not less than 40 hours by the end of III year.
7. Every faculty member shall secure at least 85% in student feedback.
8. At least one centre of excellence shall be created in the college.
9. At least 25% of students from III year & IV year shall appear for competitive exams and 20% of the students should clear the exam.
10. Minimum 50% of I and II year students should take up BEC exam and not less than 80% students should clear the exam.
11. Minimum 10% of students in III & IV year should crack contest organised by companies to get prizes or placement offers or internships.
12. Every faculty member shall complete at least one online certificate work for not less than 8 weeks from NPTEL / courses.

OBJECTIVES – RESEARCH

1. All students should have published one paper in Scopus / Wos by the end of 4th year.
2. Each department should get at least one funded project worth of 15 lakhs.
3. Each department shall generate a consultancy revenue of not less than 2 lakhs
4. Each faculty member has to file at least one patent / copy right
5. Every faculty member shall attend training for not less than 4 days in a year
6. All faculty members with one year experience shall register for Ph.D. program.
7. Every department shall facilitate at least one start up centre
8. Doctorates should publish 2 papers in SCIE indexed journals and others shall publish 2 papers in scopus/Wos indexed journals

21/10

9. College shall conduct one international conference with minimum of 100 participants.
10. College shall conduct at least 2 FDP in a year.
11. College shall organize at least 3 programs / Conference related to IPR / RD / Accreditation / Skill development.
12. Each department shall conduct at least 5 online webinars, 2 workshops and one short term course.

OBJECTIVES – GENERAL

1. Minimum one motivational / self development programme .shall be organized for the students in a year.

21/5

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ACTION TAKEN REPORT

(Academic Year 2021-2022)

As per the review status carried out on the objectives framed for the academic year 2021-2022, the action taken is as follows

1. The Placement In charges, Department HoD's started to work towards target planned for Placement objective.
2. Each final year student is motivated by the department Heads and faculty members to publish one paper in Scopus/ WoS Journals.
3. All department faculty members are motivated by the Principal and Department Heads to receive Research Funds, generate Consultancy revenue and apply for patent as per the target.
4. All the students from II year to IV year are motivated by the importance of online course registration and to register for online course.
5. Awareness programmes were conducted for the preparation towards competitive exams and higher studies.
6. All the faculty members are informed strictly to register for 8 weeks online course.

Principal