



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



**MINUTES OF THE MEETING – (2022-2023)**

**TIME: 10.30-11.30AM**

**DATE: 10.03.2023**

**VENUE: BOARD ROOM**

**AGENDA:**

1. Academic calendar
2. Teaching methodology
3. Smart classrooms
4. Industrial visits
5. Internship training
6. Coaching classes for slow learners
7. Placement and Training
8. Improving overall pass percentage

**DISCUSSION:**

1. The new academic calendar for the year 2022-23 was verified and approved.
2. HoDs were instructed to encourage the staff to improve teaching methodology by using ICT tools, conducting seminars, group discussions etc. to increase the student's involvement.
3. HODs were instructed to check whether the smart classrooms were properly maintained.
4. It was resolved to plan for industrial visits to top companies by the concerned departments.

**PRINCIPAL**  
**JKK MUNIRAJAH COLLEGE**  
**OF TECHNOLOGY**  
**T.N. PALAYAM (Po)-638 506.**  
**Gobi (Tk), ERODE (Dt).**



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



5. Discussions were made on the internship training attended by the students and also about the future plans.
6. Discussions were made on improving the placement records by conducting campus interviews.
7. It was planned to motivate the students to participate in webinars inside and outside the campus.
8. It was planned to improve the pass percentage of students by conducting revision tests before the internal exams.
9. All the department Hods were instructed to insist the staff to conduct coaching class for slow learners.

**PRINCIPAL**  
**PRINCIPAL**

**JKK MUNIRAJAH COLLEGE**  
**OF TECHNOLOGY**  
**T.N. PALAYAM (Po)-638 506.**  
**GOBI (TK), ERODE (Dt).**

**Copy to**

- 1. Governing council**
- 2. All academic council members**
- 3. IQAC coordinator**
- 4. Office file**



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



**ACTION TAKEN REPORT- 2022-2023**

Action taken report on the decisions of the academic council meeting held on 13.03.2022.  
To implement the decisions of the above mentioned meeting the following actions were taken.

S.NO.	Discussion	Action taken
1	Planned to improve teaching methodology	Quality of teaching improved by using ICT tool in all classes
2	Decided to make all laboratory well equipped	Well-equipped laboratories were framed under good working condition.
3	Decided to check mentor reports regularly	Student feedback received and checked periodically
4	Discussed about improving pass percentage	Coaching classes were conducted regularly

**PRINCIPAL**  
**PRINCIPAL**  
JKK MUNIRAJAH COLLEGE  
OF TECHNOLOGY  
T.N. PALAYAM (Po)-638 506,  
GOBI (TK), ERODE (Dt).



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



## ACADEMIC COUNCIL MEETING

### COMMITTEE MEMBERS ATTENDED LIST- (2022 – 2023)

SL.NO	NAME OF THE MEMBER	POSITION	SIGNATURE
1.	Dr. K.SRIDHARAN	Chairperson	
2.	Mr. MURUGESAN. C	Member	
3.	Mr. PONNIVALAVAN. J	Member	
4.	Dr. PALANISAMY. C	Member	
5.	Mr. RAJAN. V	Member	
6.	Mr. MURUGANANDHAM R.A	Member	
7.	Mr. THANGARAJU. K	Member	

PREPARED BY

PRINCIPAL  
PRINCIPAL  
JKK MUNIRAJAH COLLEGE  
OF TECHNOLOGY  
T.N. PALAYAM (Po)-638 506.  
GOBI (TK), ERODE (Dt).



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



**MINUTES OF THE MEETING (2022-2023)**

**DATE: 18.08.2022**

**TIME: 10.00-11.30AM**


**VENUE: BOARD ROOM**

**AGENDA:**

1. Academic calendar
2. Intake of new courses
3. Teaching methodology
4. Smart classrooms
5. Industrial visits
6. Internship training
7. Coaching classes for slow learners
8. Placement and Training
9. Improving overall pass percentage

**DISCUSSION:**

1. The new academic calendar for the year 2022-2023 is prepared by the Academic Calendar committee and is approved by the Competent Authority.
2. It is resolved to add new courses like Artificial Intelligence and Data Science (AIDS) & Cyber Security (CS) for the next academic year.
3. HoDs were instructed to encourage the staff to improve teaching methodology by using ICT tools, conducting seminars, group discussions etc. to increase the student's involvement.
4. HOD's were instructed to check whether the smart classrooms were properly maintained.
5. It was resolved to plan for industrial visits to top companies by the concerned departments.

  
**PRINCIPAL**  
**JKK MUNIRAJAH COLLEGE**  
**OF TECHNOLOGY**  
**T.N. PALAYAM (Po)-638 506.**  
**GOBI (TK), ERODE (Dt).**



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



6. Discussions were made on the internship training attended by the students and also about the future plans.
7. Discussions were made on improving the placement records by conducting campus interviews.
8. It was decided to conduct coaching classes for slow learners and also the willing students to improve their CGPA.
9. All faculty members were instructed to improve time management skills.
10. It was planned to improve the pass percentage of students by conducting revision tests before the internal exams.

**PREPARED BY**

**Copy to**

1. **Governing council**
2. **All academic council members**
3. **IQAC coordinator**
4. **Office file**

  
**PRINCIPAL**  
**PRINCIPAL**  
**JKK MUNIRAJAH COLLEGE**  
**OF TECHNOLOGY**  
**T.N. PALAYAM (Po)-638 506.**  
**GOBI (TK), ERODE (Dt).**



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



**ACTION TAKEN REPORT- 2022-2023**

Action taken report on the decisions of the academic council meeting held on 20.08.2020. To implement the decisions of the above mentioned meeting the following actions were taken.

S.NO.	Discussion	Action taken
1	Planned to improve teaching methodology	Quality of teaching improved by using ICT tool in all classes.
2	Decided to make all laboratory well equipped	Well-equipped laboratories were framed under good working condition.
3	Decided to check mentor reports regularly	Student feedback received and checked periodically.
4	Discussed about improving pass percentage	Coaching classes were conducted regularly.
5	Plan to implement new courses for the next academic year.	AIDS and Cyber Security courses were introduced.

PREPARED BY

PRINCIPAL  
PRINCIPAL

JKK MUNIRAJAH COLLEGE  
OF TECHNOLOGY  
T.N. PALAYAM (Po)-638 506.  
GOBI (TK), ERODE (Dt).



**J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY**  
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.  
Accredited by NAAC with "A" Grade  
T.N.Palayam (Po), Gobi (Tk), Erode (Dt)-638 506



### ACADEMIC COUNCIL MEETING

#### COMMITTEE MEMBERS ATTENDED LIST- (2022 – 2023)

SL.NO	NAME OF THE MEMBER	POSITION	SIGNATURE
1.	Dr. K.SRIDHARAN	Chairperson	
2.	Mr. MURUGESAN. C	Member	
3.	Mr. PONNIVALAVAN. J	Member	
4.	Dr. PALANISAMY. C	Member	
5.	Mr. RAJAN. V	Member	
6.	Mr. MURUGANANDHAM R.A	Member	
7.	Mr. THANGARAJU. K	Member	

**PRINCIPAL**

**PRINCIPAL**

**J.K.K. MUNIRAJAH COLLEGE  
OF TECHNOLOGY  
T.N. PALAYAM (Po)-638 506,  
GOBI (TK), ERODE (Dt).**