



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 – (2023-2024)

DATE: 09.08.2023

TIME: 10.30-11.30AM

VENUE: BOARD ROOM

AGENDA:

1. Welcome and introducing remarks by the Principal
2. Consideration of the Academic calendar for the odd semester
3. Discussion about curriculum and syllabi.
4. Discussion about enhancing teaching methodology.
5. Usage of Smart classrooms regarding.
6. Conducting Industrial visits
7. Schedule for Internship training for II year students.
8. Conducting coaching classes for slow learners.
9. Arrangement of training programmes to improve placement
10. Discussion about improving overall pass percentage

DISCUSSION:

Dr. K. Sridharan, Principal, JKKMCT welcomed all members of the Academic Council and made a short presentation about the College. The programmes offered, commission status, faculty publication, student's academic record .research, placement status and the major facilities.

1. The academic council resolved to approve the academic calendar for the academic year 2023-24 for UG and PG programmes
2. Discussed about the syllabus for odd semester for UG and PG programmes


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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. Hods were instructed to check whether the smart classrooms were properly maintained.
5. Hods were instructed to plan and submit the schedule for industrial visits to top companies.
6. It was planned to schedule for internship training for the students and also to motivate them to attend training effectively.
7. All the department Hods were instructed to insist the staff to conduct coaching class for slow learners.
8. Discussions were made on improving the placement records by conducting seminars and workshops for students and make them to participate without fail.
9. It was planned to motivate the students to participate in webinars inside and outside the campus.
10. All the department Hods were instructed to insist the staff to improve the pass percentage of students by conducting revision classes and tests before the exams.

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Copy to

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



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ACTION TAKEN REPORT- 2023-2024

Action taken report on the decisions of the academic council meeting held on 10.03.2023. To implement the decisions of the above mentioned meeting the following actions were taken.

S.NO.	DISCUSSION	ACTION TAKEN
1	Plan to improve teaching methodology	Quality of teaching improved by using ICT tool in all classes
2	Usage of smart class rooms	Smart classrooms are properly maintained and under use regularly
3	Arrangement of internship training	Students attended internship training and the reports were submitted
4	Plan to conduct coaching classes for slow learners	Coaching classes were conducted as per schedule and monitored by the HOD
5	Consideration of placement and training	Personality development programs and motivational programs were conducted to improve placement records
6	Discussed about improving pass percentage	Revision classes and tests were conducted for slow learners

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ACADEMIC COUNCIL MEETING

COMMITTEE MEMBERS ATTENDED LIST- (2023 – 2024)

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
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MINUTES OF THE MEETING – (2023-2024)

DATE : 20.03.2024

TIME: 10.30-11.30AM

VENUE : BOARD ROOM


AGENDA:

1. Welcome and introducing remarks by the Principal
2. Consideration of the Academic calendar for the even semester
3. Discussion about curriculum and syllabi for UG and PG programmes
4. Discussion about NAAN MUDHALVAN scheme..
5. Registration for NPTEL & SWAYAM courses regarding.
6. Conducting Industrial visits.
7. Conduct of seminars and workshops
8. Schedule for Internship training for II year students.
9. Review of value added courses.
10. Discussion about improving overall pass percentage and placement .

DISCUSSION:

Dr.K.Sridharan,Principal,JKKMCT welcomed all members of the Academic Council and made a short presentation about the College.

1. The academic council resolved to approve the academic calendar for the academic year 2023-24 for UG and PG programmes for the even semester


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2. Discussed about the curriculum and syllabus for even semester for UG and PG programmes.
3. Hods were instructed to allot coordinators properly to monitor and guide the students attending NAAN MUDHALVAN classes.
4. Hods were instructed to encourage the students to register for NPTEL & SWAYAM courses and submit the assignments properly.
5. Hods were instructed to plan and submit the schedule for industrial visits to top companies
6. It was planned to conduct seminars and workshops as per schedule.
7. It was planned to schedule for internship training for the students and also to motivate them to attend training effectively.
8. All the department Hods were instructed to insist the staff to conduct value added courses.
9. Discussions were made on improving the placement records by conducting seminars and workshops for students and make them to participate without fail.
10. All the department Hods were instructed to insist the staff to improve the pass percentage of students by conducting revision classes and tests before the exams.


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