RAAK
COLLEGE OF ENGINEERING AND TECHNOLOGY
(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ MAY 2023 Date: 12.05.2023

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2022-2023 on 19th May 2023, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR

PRINCIPAL

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 19.05.2023
Document ID : 2022-2023/ EVEN/ IQAC
Academic Year : 2022-2023
Time : 10.00 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mrs. S. Sandhiya	AO	Administrative Officer
4	Dr. N. Sowri Raja Pillai	HOD/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Mr. S. Ramachandran	HOD/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Ms. K. Charumathi	CSE/Final Year	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr.A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	HOD / ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

S.No	Agenda	Topics Discussed and Addressed during the Session
1	Alumni Engagement	• Create opportunities for current students to connect with alumni, gaining valuable insights, mentorship, and potential career opportunities. • Students utilize the knowledge, networks, and resources of alumni to support and enhance the educational and professional development goals.
2	Research and Publications	• Evaluate the current research efforts of faculty to understand their progress and impact. • Promote the initiation and development of research publications by providing support to faculty. • Develop strategies to boost the number of research papers published in reputed journals, enhancing the institution's academic reputation and visibility.
3	Environmental Sustainability	• Discussion on initiatives aimed at promoting environmental sustainability on campus, such as waste management, energy conservation, and eco-friendly practices.
4	NAAC Work	• All NAAC criteria in-charges are nominated and comprehensive plans for activities during the Academic Year 2023-2024 (ODD) have been devised, ensuring adherence to accreditation requirements and goals.
5	External Academic and Administrative Audit	• Plan to conduct an External Academic and Administrative Audit to assess and improve the quality and efficiency of our educational and administrative processes. This audit will provide valuable insights and recommendations for

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

		enhancing institutional performance and governance.
6	Green, Energy and Environment Audit by external agency	• Plan to undertake a Green, Energy Environment Audit by an external agency to evaluate our campus's environmental practices and sustainability initiatives. This will help identify areas for improvement and implement eco-friendly measures to promote a greener and more sustainable environment.

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

ACTION TAKEN REPORT OF IQAC MEETING HELD ON 09TH JAN 2023

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To establish a systematic process for monitoring curriculum.	Monitor curriculum updates, assess their impact on student learning and outcomes, and make necessary adjustments to optimize educational quality and relevance.
2.	To provide feedback on assessment practices, academic policies, and institutional procedures.	Systematically collected, analyzed, and prioritize student feedback on assessment experiences, curriculum design, teaching methods, and learning resources.
3.	To Strengthened Institutional Reputation	Fostered a supportive learning environment, and prioritizes educational excellence and student success.
4.	To implement Green environment initiative	Launched a Green Environment Initiative aimed at promoting sustainability and eco-friendly practices on campus
5.	To implement ICT in Seminar Hall	Install advanced audio-visual equipment, high-speed internet access, and interactive presentation tools to facilitate dynamic and engaging seminars.

IQAC COORDINATOR

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road.
Sulthanpet Post,
Puducherry - 605 110

CHAIRPERSON

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mrs. S. Sandhiya	
4	Dr. N. Sowri Raja Pillai	
5	Mr. B. Murugan	
6	Mr. S. Ramachandran	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Ms. K. Charumathi	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK
COLLEGE OF ENGINEERING AND TECHNOLOGY
(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ JAN 2023 **Date: 03.01.2023**

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2022-2023 on 09th January 2023, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR **PRINCIPAL**

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 09.01.2023
Document ID : 2022-2023/ EVEN/ IQAC
Academic Year : 2022-2023
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mrs. R. Deepa	AO	Administrative Officer
4	Dr. N. Sowri Raja Pillai	HOD/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Mr. S. Ramachandran	HOD/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Mr. K. Balaji	CSE/Final Year	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr.A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	HOD / ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)

An ISO 9001:2015 Certified Institution

S.No	Agenda	Topics Discussed and Addressed during the Session
1	Student Performance Analysis	• Review how well students are doing in their Internal Assessment (IA), Practical and assignments to understand their academic progress. • Improve the students learning outcomes based on their internal performance.
2	Green Environment Initiative	• Plan for Green Environment Initiative aimed at promoting sustainability and eco-friendly practices on campus.
3	Faculty Development	• Discuss about conduction of programs design to improve teaching methods, research abilities, and overall professional growth for faculty members.
4	Hygiene Environment	• The college ensures the upkeep of its premises, with daily cleaning routines implemented to maintain cleanliness and hygiene across all floors.
5	ICT in Seminar Hall	• Plan to Integrate (ICT) into the seminar hall to enhance the learning experience.

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

ACTION TAKEN REPORT OF IQAC MEETING HELD ON 15TH SEP 2022

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To purchase additional computer.	Acquired more computers to fulfill the increasing demand for technology among students and faculty
2.	To provide faculty development programs to enhance teaching and research skills.	Offered faculty development programs aimed at enhancing teaching and research skills to ensure continuous professional growth and excellence.
3.	To extend transport facility	Extended transportation facilities to accommodate the growing needs of students and faculty, ensuring convenient and reliable transportation options.
4.	To install the solar panel in campus	Successful installation of solar panels at campus marks a significant milestone in our sustainability efforts.

IQAC COORDINATOR

PRINCIPAL

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mrs. R. Deepa	
4	Dr. N. Sowri Raja Pillai	
5	Mr. B. Murugan	
6	Mr. S. Ramachandran	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Mr. K. Balaji	K. Balaji
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK
COLLEGE OF ENGINEERING AND TECHNOLOGY
(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ SEP 2022 **Date: 09.09.2022**

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2022-2023 on 15th September 2022, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR **PRINCIPAL**

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 15.09.2022
Document ID : 2022-2023/ ODD/ IQAC
Academic Year : 2022-2023
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mr. R. Jayakumar	AO	Administrative Officer
4	Dr. N. Sowri Raja Pillai	HOD/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Mr. S. Ramachandran	HOD/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Ms. V. Abarna	CSE/Final Year	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr.A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	HOD / ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

S.No	Agenda	Topics Discussed and Addressed during the Session
1	Internal Environmental Audit	• Plan to conduct an Internal Environmental Audit within the campus premises, aiming to assess and improve environmental practices and sustainability initiatives.
2	Installation of Solar Panel	• Plan to install solar panels at campus to enhance sustainability and energy efficiency.
3	Infrastructure and Learning Resources	• Evaluate the adequacy and accessibility of infrastructure, facilities, and learning resources, aimed at supporting student learning and research activities effectively.
4	Induction programme	• Plan to induction programs tailored for first-year students, aiming to facilitate their smooth transition into the academic environment and provide essential information and support.
5	Purchase of additional system	• Plan to purchase of additional computers for our campus involves a strategic approach to meet the technological needs of students, faculty, and staff while staying within budget constraints.

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

ACTION TAKEN REPORT OF IQAC MEETING HELD ON 10TH MAY 2022

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To review the institutional policies and its revision	28 institutional policies were revised and the same was uploaded in the institution website
2.	To recruit qualified faculty members with industry experience.	Recruited qualified faculty members with industry experience to enrich the academic landscape and provide students with practical insights and expertise.
3.	To purchase additional books for the Library	Procured additional books for the library to enhance its resources and support the academic needs of students and faculty.
4.	To procure the printers for department uses	Proper installation and integration of the new printers into the existing network.
5.	To create personalized insights platform for TOEFL exam	Initiated the development of a personalized insights platform for the TOEFL exam.

IQAC COORDINATOR

CHAIRPERSON

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mr. R. Jayakumar	
4	Dr. N. Sowri Raja Pillai	
5	Mr. B. Murugan	
6	Mr. S. Ramachandran	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Ms. V. Abarna	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ MAY 2022 **Date: 04.05.2022**

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2021-2022 on 10th May 2022, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR **PRINCIPAL**

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 10.05.2022
Document ID : 2021-2022/ EVEN/ IQAC
Academic Year : 2021-2022
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mr. R. Jayakumar	AO	Administrative Officer
4	Dr. N. Sowri Raja Pillai	HOD/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Ms. L. Roginidevi	AP/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Mr. M. Gobinath	CSE/Final Year	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr.A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	HOD / ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

S.No	Agenda	Topics Discussed and Addressed during the Session
1	Academic activities for (EVEN semester 2021-2022)	• Last semester's academic activities were thoroughly reviewed and discussed to assess their effectiveness and areas for improvement. • All the faculty advisers are request to conduct the class committee meeting and discuss various academic and administrative issues.
2	Examination Schedule, Laboratory and No Due Clearance.	• The practical examination schedule for second, third, and fourth-year students was reviewed to ensure its feasibility and alignment with academic goals. • All HODs ensure the clearance of No Dues for the even semester of 2021-2022, ensuring administrative compliance and readiness for the next academic cycle.
3	Placement & Training	• Dr. N. Sowri Raja Pillai from the Placement & Training Cell explained the initiative towards new steps to coach students based on their individual needs, ensuring personalized development and support.
4	Procuring printer	• Plan to procure printers for our campus involves a systematic approach to ensure that the devices meet the needs of students, faculty, and administrative staff while remaining within budget constraints.
5	Professional Development	• Faculty members remain actively participate in conferences, workshops, and seminars pertinent to their NEP.
6	Students Discipline	• The college ensures students discipline with in the campus.

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

7	TOEFL Examination	• Plan to accredit Examination Centre for TOEFL exams.
8	Revision of Institutional Policies	• To review the institutional policies for systematic work flow in all verticals

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

[Approved by AICTE, New Delhi & Affiliated to Pondicherry University]
An ISO 9001:2015 Certified Institution

ACTION TAKEN REPORT OF IQAC MEETING HELD ON 07TH JAN 2022

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To enrich students' learning experiences by providing them with practical exposure to industrial environments.	Developed practical skills, critical thinking, problem-solving abilities, and industry-specific knowledge.
2.	To procure the Wheel chair	Procured wheel chair to support wheelchair users effectively
3.	To ensure that the teaching methods meets the highest educational standards	Faculty adopts the new teaching techniques.
4.	To facilitating internships as outlined, ensuring alignment with institutional goals and academic standards.	Planed for internship for the betterment of student skill, knowledge and competencies.
5.	To establish a Centre of Excellence	Received Centre of excellence for best institute and Outcome based education.

IQAC COORDINATOR

CHAIRPERSON

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mr. R. Jayakumar	
4	Dr. N. Sowri Raja Pillai	
5	Mr. B. Murugan	
6	Ms. L. Roginidevi	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Mr. M. Gobinath	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ JAN 2022 **Date: 03.01.2022**

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2021-2022 on 07th January 2022, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR **PRINCIPAL**

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 07.01.2022
Document ID : 2021-2022/ EVEN/ IQAC
Academic Year : 2021-2022
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mrs. E. Kathija	AO	Administrative Officer
4	Dr. N. Sowri Raja Pillai	HOD/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Ms. L. Roginidevi	AP/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Mr. M. Jeevankumar	IT/ Final Year	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr. A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	AP/ ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

S.No	Agenda	Topics Discussed and Addressed during the Session
1	Upgradation of ERP Software	• Plan to improve efficiency, adding new features, or enhancing user experience.
2	Ph. D. Registration	• Faculties are encourage to pursue Ph.D. programs in their field to enhance their own growth and contribute to the institution's advancement.
3	Student Assessment Practices	• Ensure fairness, transparency, and effectiveness in measuring student learning outcomes.
4	Infrastructure and Learning Resources	• Assess the adequacy and accessibility of infrastructure, facilities, and learning resources to support student learning and research activities.
5	Wheel chair	• Procure wheelchairs for our campus is a crucial step in ensuring accessibility and inclusivity for all students, faculty, and visitors with physically challengers.
6	NIRF	• Plan to participate in NIRF to benchmark our institution's performance and enhance our academic and research standards.
7	Centre of Excellence	• Plan to establish a Centre of Excellence to foster innovation, research, and high-quality education in specialized fields.

RAAK College of Engineering & Technology

Dr. S. SELVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)

An ISO 9001:2015 Certified Institution

ACTION TAKEN REPORT OF IQAC MEETING HELD ON 07TH SEP 2021

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To promote a transparent, fair, and responsive environment within the institution	Create awareness for feedback mechanism system for individuals who have grievance.
2.	To insist the student regular use of digital library	Increase daily use of digital library in/out campus to access e-books, scholarly journals and research papers.
3.	To develop Social Responsibility and Outreach Activities	Organized awareness campaigns to inform the students about the importance of social responsibility and the planned outreach activities.
4.	To enhance technological proficiency	Organize training sessions and workshops for faculty, staff, and students on utilizing updated IT systems and tools effectively.
5.	To setup gym in campus	Establish a maintenance schedule and staff training to ensure the gym remains in optimal condition and provides a positive experience for all users.

IQAC COORDINATOR

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

PRINCIPAL

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mrs. E. Kathija	
4	Dr. N. Sowri Raja Pillai	
5	Mr. B. Murugan	
6	Ms. L. Roginidevi	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Mr. M. Jeevankumar	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK
COLLEGE OF ENGINEERING AND TECHNOLOGY
(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ SEP 2021 **Date: 03.09.2021**

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2021-2022 on 07th September 2021, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR **PRINCIPAL**

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 07.09.2021
Document ID : 2021-2022/ ODD/ IQAC
Academic Year : 2021-2022
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mrs. E. Kathija	AO	Administrative Officer
4	Mr. I. Mohamed Shalik	AP/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Ms. L. Roginidevi	AP/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Mr. K. Tariq Ajiz	IT/ Final Year Student	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr.A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	AP/ ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

S.No	Agenda	Topics Discussed and Addressed during the Session
1	Academic activities for (ODD semester 2021-2022)	• Last semester's academic activities is discuss. • Faculty members insist to submit notes for all units to students. • HODs and Faculty members are request to follow the academic planner as per PU.
2	Internal Examination Schedule	• Prepare the Internal examination schedule for second, third, and fourth-year students. • All Heads of Departments (HODs) ensure proper maintenance of laboratory requirements for smooth conduction of practical. • All HODs ensure clearance of tuition fee for the ODD semester of 2021-2022.
3	Digital Library	• Plan to incorporate a digital library, the college can offer a centralized platform where users can access e-books, scholarly journals, research papers, and multimedia content from any location.
4	Faculty Participation	• Faculty members are insist to actively engage in professional development activities such as attending conferences, workshops, and seminars related to their field.
5	Gymnasium	• Plan to set up a gym in our campus involves several key steps to ensure it meets the needs of students, faculty, and staff while promoting health and wellness.

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

ACTION TAKEN REPORT OF IQAC MEETING HELD ON 21TH MAY 2021

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To Install ICT classrooms.	Successful installation of the ICT classrooms marks a significant milestone in enhancing the educational environment.
2.	To incorporate digital library	Ensure a seamless transition to a digital library, enhancing the educational experience and fostering a more resource-rich learning environment.
3.	To enhance the alumni network	Strengthened the alumni network through targeted initiatives and engagement strategies to foster meaningful connections and support among graduates.
4.	To Increase speed of Internet	Upgraded to a higher bandwidth plan that offers faster speeds.
5.	To install Air conditioner in laboratory	Successfully installed Air conditioner in laboratory.
6.	To implement the CCTV camera in campus.	Implemented CCTV cameras across the campus to enhance security and monitor activities. This will help ensure a safer environment for all students and staff.

IQAC COORDINATOR

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

CHAIRPERSON

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mrs. E. Kathija	
4	Mr. I. Mohamed Shalik	
5	Mr. B. Murugan	
6	Ms. L. Roginidevi	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Mr. K. Tariq Ajiz	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK
COLLEGE OF ENGINEERING AND TECHNOLOGY
(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ MAY 2021 **Date: 17.05.2021**

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2020-2021 on 21st May 2021, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR **PRINCIPAL**

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 21.05.2021
Document ID : 2020-2021/ EVEN/ IQAC
Academic Year : 2020-2021
Time : 10.00 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mrs. E. Kathija	AO	Administrative Officer
4	Mr. I. Mohamed Shalik	AP/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Ms. L. Roginidevi	AP/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Ms. R. Ranjani	CSE/ Final Year Student	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr. A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	AP/ ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

S.No	Agenda	Topics Discussed and Addressed during the Session
1	ICT Class room	• Plan for install an ICT (Information and Communication Technology) class will need to consider several key steps to ensure a successful setup and integration.
2	CCTV Installation	• Plan to implement the CCTV cameras across the campus to enhance security and monitor activities. This will ensure a safer environment for all students and staff.
3	College decorum	• Highlight the importance of dress code and campus maintenance in fostering a positive and productive learning environment.
4	Innovative Practices	• Faculty members were insist to use innovative practices in teaching like NPTEL Videos, etc • Faculty members are ask to attend various FDP programmes.
5	Ph. D. Registration	• Faculty members are motivate to pursue Ph. D. programme in their domain for the uplift of the growth of themselves and the institution.
6	Air conditioner in laboratory	• Highlight to procure Air conditioner for adequate cooling capacity to handle the laboratory.

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

ACTION TAKEN REPORT OF IQAC MEETING HELD ON 28th JAN 2021

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To Implementation of Waste Conversion Initiatives.	Formed a committee to oversee the implementation and monitoring of the waste conversion initiatives.
2.	To procure the additional books	Obtained library books that ensuring it meets educational needs and student preferences.
3.	To purchase of ERP Software	Successfully purchase of ERP software marks a pivotal moment for the organization, as it signals the beginning of a transformative journey towards enhanced operational efficiency and streamlined educational processes.
4.	To Plan for getting ISO quality accreditation	Received ISO accreditation marks a significant achievement for our institution, reflecting our commitment to meeting international standards of quality and excellence.
5.	To implement NEP 2020	The implementation of the NEP 2020 includes creating unique identifiers for students and staff, enhancing digital management and streamlined access to educational resources.

IQAC COORDINATOR

CHAIRPERSON

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)

An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mrs. E. Kathija	
4	Mr. I. Mohamed Shalik	
5	Mr. B. Murugan	
6	Ms. L. Roginidevi	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Ms. R. Ranjani	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.,
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

RAAKCET/PRINCIPAL/CIR/ JAN 2021 **Date: 22.01.2021**

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2020-2021 on 28th January 2021, 10:30 AM at Board Room. All the IQAC members are cordially invited to attend the meeting. Your presence and active participation are essential.

IQAC COORDINATOR **PRINCIPAL**

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 28.01.2021
Document ID : 2020-2021/ EVEN/ IQAC
Academic Year : 2020-2021
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Mr. Emthiyas Mohideen	Secretary	Member from the Management
3	Mrs. E. Kathija	AO	Administrative Officer
4	Mr. I. Mohamed Shalik	AP/IT	Member
5	Mr. B. Murugan	HOD/EEE	Member
6	Ms. L. Roginidevi	AP/S&H	Member
7	Mr. G. Krishnakumar	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Mr. M. Rahul	CSE/ Final Year Student	Student Member
10	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
11	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
12	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
13	Mr. R. Arockinathan	F/O Mr.A. Jana	Stakeholder – Parent
14	Mr. K. Murugan	AP/ ECE	IQAC Coordinator

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

S.No	Agenda	Topics Discussed and Addressed during the Session
1	Academic activities for (EVEN semester 2020-2021)	• HoDs and faculty must conduct theory and lab hours as per schedule. • Faculty must conduct lab hours effectively. • Project coordinators must conduct periodic reviews of final year projects. • HoDs and faculty must conduct club activities effectively.
2	Lab Practical	• Faculty must distribute lab manuals in the first lab class and monitor observations and records. • Schedule practical examinations for II, III, and IV year students. • HoDs must ensure labs and their requirements are maintain for practical examinations.
3	Placement & Training	• Principal insist to P&T cell coordinator, to train the students according to current trends to get better job offer.
4	Pondicherry University Examination	• All HODs should maintain laboratory requirements in correct manner for the smooth conduct of practical examinations. • All HODs should ensure the clearance of the No Due for the Even semester 2020-2021.
5	Library Development	• Plan to procure the additional books for enhance the learning experience and support the educational goals of the institution.
6	Increase speed of Internet	• Plan to Upgrade to modern routers and network extenders that support higher speeds and better performance.
7	ERP Software	• Plan for an ERP purchase, start by assessing your organization's specific needs and objectives.

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

8	ISO Quality accreditation	• Plan for getting quality accreditation to ensure our institution meets the rigorous standards set by accrediting bodies, enhancing credibility and promoting continuous improvement.
9	Implementation of NEP	• Revise curriculum frameworks and pedagogical approaches to emphasize critical thinking, creativity, and holistic development.

IQAC COORDINATOR

CHAIRPERSON

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110

RAAK College of Engineering & Technology

RAAK

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
An ISO 9001:2015 Certified Institution

MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. S. Seenuvasamurthi	
2	Mr. Emthiyas Mohideen	
3	Mrs. E. Kathija	
4	Mr. I. Mohamed Shalik	
5	Mr. B. Murugan	
6	Ms. L. Roginidevi	
7	Mr. G. Krishnakumar	
8	Mrs. J. Roselin Lourd	
9	Mr. M. Rahul	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
12	Mr. N. Chandrasekar	
13	Mr. R. Arockinathan	
14	Mr. K. Murugan	

RAAK College of Engineering & Technology

Dr. S. SEENUVASAMURTHI, M.E., Ph.D.
PRINCIPAL
RAAK College of Engineering & Technology
No.1, Muthupillai Palayam Road,
Sulthanpet Post,
Puducherry - 605 110