



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 2024

Date: 23.01.2024

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2023-2024 on 30th Jan 2024, 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



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MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 30.01.2024
Document ID : 2023-2024/ ODD/ IQAC
Academic Year : 2023-2024
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Dr. Rabinder Henry	Director	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. A. S. Vijayanathan	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Mr. A. Sathidhanandham	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



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S.No	Agenda	Topics Discussed and Addressed during the Session
1	Institutional Collaboration	<ul style="list-style-type: none">• Plan to strengthen partnerships with other educational institutions, industry, and research organizations.
2	Student Wellness and Mental Health	<ul style="list-style-type: none">• Plan to enhance student wellness and mental health support by implementing comprehensive programs and promote overall well-being.
3	Faculty Research and Publications	<ul style="list-style-type: none">• Plan to increases research grants and funding opportunities.
4	Sustainability Practices and Green Initiatives	<ul style="list-style-type: none">• Plan to sustainability practices and green initiatives to reduce the environmental impact of the institution.
5	Alumni Relations and Networking	<ul style="list-style-type: none">• Plan to strengthen alumni relations and expand networking opportunities



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30/01/2024

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MEMBERS PRESENT

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



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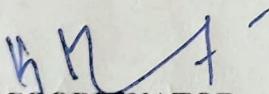
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ACTION TAKEN REPORT OF IQAC MEETING HELD ON 30TH JAN 2024

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To ensure collaborations with other institution.	Established formal agreements and Memorandums of Understanding (MoUs) with institutions and industry partners.
2.	To provide student wellness and mental health support.	Organized awareness campaigns to educate students about mental health and wellness.
3.	To enhance faculty research activities.	Implemented an incentive to reward faculty for publishing in peer-reviewed journals and presenting at conferences.
4.	To promote a culture of environmental responsibility.	Organized awareness program about environmental issues and promote sustainable practices among students and staff.
5.	To enhance engagement with alumni community.	Organized networking events such as professional meet-ups to facilitate interactions among alumni and between alumni and current students.


IQAC COORDINATOR


CHAIRPERSON



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RAAKCET/PRINCIPAL/CIR/ MAY 2024

Date: 10.05.2024

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2023-2024 on 15th May 2024, 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,
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MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 15.05.2024
Document ID : 2023-2024/ ODD/ IQAC
Academic Year : 2023-2024
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. S. Seenuvasamurthi	Principal	Chairperson – Head of the Institution
2	Dr. Rabinder Henry	Director	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. A. S. Vijayanathan	HOD/MECH	Member
8	Mrs. J. Roselin Lourd	HOD/CSE	Member
9	Mr. A. Satheeskumar	ECE/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



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S.No	Agenda	Topics Discussed and Addressed during the Session
1	Academic and Administrative Audit	<ul style="list-style-type: none">• Plan to Conducts regular academic and administrative audits to ensure compliance with quality standards and identify areas for improvement.
2	Support for Non-Teaching Staff Development	<ul style="list-style-type: none">• Plan to conduct training programs for non-teaching staff to enhance their skills, knowledge, and professional competencies.
3	Holistic Development of Students	<ul style="list-style-type: none">• Plan to conduct activities that contribute to the overall development of students, including soft skills training, leadership programs, extracurricular activities, and wellness initiatives.
4	Creating Opportunities for Experiential Learning	<ul style="list-style-type: none">• Plan to facilitate experiential learning opportunities, such as internships, field trips, community service, and research projects.
5	Facilitation of Professional Networking	<ul style="list-style-type: none">• Plan to Support for faculty and staff in building professional networks by encouraging participation in conferences, workshops, and seminars.
6	Documentation and Record Keeping	<ul style="list-style-type: none">• Plan to maintain comprehensive documentation of all quality-related activities and outcomes.



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15/5/2024

COLLEGE OF ENGINEERING AND TECHNOLOGY

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MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
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2	Dr. Rabinder Henry	
3	Mrs. S. Sandhiya	
4	Dr. N. Sowri Raja Pillai	
5	Mr. B. Murugan	
6	Mr. S. Ramachandran	
7	Mr. A. S. Vijayanathan	
8	Mrs. J. Roselin Lourd	
9	Mr. A. Satheeskumar	
10	Mr. M. Jeeva	
11	Mr. Vijayakanth Manickaswamy	
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14	Mr. K. Murugan	



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RAAKCET/PRINCIPAL/CIR/ MAY 2025

Date: 05.05.2025

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2024-2025 on 12th May 2025, 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

J. A. RAVICHANDRAN, B.Sc., M.B.A., M.S., E.M.I.E.
DIRECTOR
RAAK COLLEGE OF ENGINEERING & TECHNOLOGY
No:1, Muthupillai Palayam Road,
Sulthannet Post, Puducherry-605 110

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COLLEGE OF ENGINEERING AND TECHNOLOGY

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MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 12.05.2025
Document ID : 2024-2025/ ODD/ IQAC
Academic Year : 2024-2025
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. A. Ravichandran	Director	Chairperson – Head of the Institution
2	Mr. S. Vignesh	AM	Administrative Manager
3	Dr. N. Sowri Raja Pillai	HOD/IT	Member
4	Mr. B. Murugan	HOD/EEE	Member
5	Mr. S. Ramachandran	HOD/S&H	Member
6	Mr. A. S. Vijayanathan	HOD/MECH	Member
7	Mrs. D. Thamizhisai	HOD/CSE	Member
8	Mr. A. Sathidhanandham	CSE/Final Year	Student Member
9	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
10	Ms. B. Mohanapriya	Admin	Employee
11	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
12	Mr. R. Velu	F/O Mr. V. Mohanraj	Stakeholder – Parent
13	Mr. K. Murugan	HOD / ECE	IQAC Coordinator



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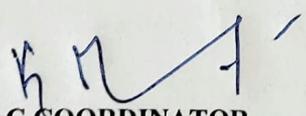
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ACTION TAKEN REPORT OF IQAC MEETING HELD ON 12TH FEB 2025

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To ensure collaborations with other institution.	Established formal agreements and Memorandums of Understanding (MoUs) with institutions and industry partners.
2.	To provide student wellness and mental health support.	Organized awareness campaigns to educate students about mental health and wellness.
3.	To enhance faculty research activities.	Implemented an incentive to reward faculty for publishing in peer-reviewed journals and presenting at conferences.
4.	To promote a culture of environmental responsibility.	Organized awareness program about environmental issues and promote sustainable practices among students and staff.
5.	To enhance engagement with alumni community.	Organized networking events such as professional meet-ups to facilitate interactions among alumni and between alumni and current students.


IQAC COORDINATOR


CHAIRPERSON
Dr. A. RAVICHANDRAN, M.E., Ph.D., M.I.S.T.E., M.I.E.,
DIRECTOR CUM PRINCIPAL
RAAK COLLEGE OF ENGINEERING & TECHNOLOGY
No.1, Muthupillai Palayam Road,
Sulthanpet Post, Puducherry-605 110.



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MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. A. Ravichandran	
2	Mr. S. Vignesh	
3	Dr. N. Sowri Raja Pillai	
4	Mr. B. Murugan	
5	Mr. S. Ramachandran	
6	Mr. A. S. Vijayanathan	
7	Mrs. D. Thamizhisai	
8	Mr. A. Sathidhanandham	
9	Mr. M. Jeeva	
10	Ms. B. Mohanapriya	
11	Mr. N. Chandrasekar	
12	Mr. R. Velu	
13	Mr. K. Murugan	



RAAKCET/PRINCIPAL/CIR/ FEB 2025

Date: 06.02.2025

CIRCULAR

This is to inform you that the Internal Quality Assurance Cell (IQAC) is organizing a meeting for the academic year 2024-2025 on 12th Feb 2025, 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. A. RAVICHANDRAN, M.E., Ph.D., M.I.S.T.E., M.I.E.
DIRECTOR
RAAK COLLEGE OF ENGINEERING & TECHNOLOGY
No:1, Muthupillai Palayam Road,
Sulthanpet Post, Puducherry-605 116

Copy to:

- Chairman
- Secretary
- All Department Heads
- Office



MINUTES OF MEETING

Nature of Meeting : IQAC Meeting
Venue : Board Room
Schedule Date : 12.02.2025
Document ID : 2024-2025/ EVEN/ IQAC
Academic Year : 2024-2025
Time : 10.30 AM

IQAC MEMBERS

SL.NO	MEMBERS NAME	DESIGNATION	ROLE
1	Dr. A. Ravichandran	Director	Chairperson – Head of the Institution
2	Mr. K. Murugan	HOD / ECE	IQAC Coordinator
3	Dr. N. Sowri Raja Pillai	HOD/IT	Member
4	Mr. B. Murugan	HOD/EEE	Member
5	Mr. S. Ramachandran	HOD/S&H	Member
6	Mr. A. S. Vijayanathan	HOD/MECH	Member
7	Mr.D. Thamilselvan	HOD/CSE	Member
8	Mr. A. Sathidhanandham	CSE/Final Year	Student Member
9	Mr. M. Jeeva	Sutherland - Technical Analyst	Alumni Member
10	Mr. Vijayakanth Manickaswamy	E-Sales	Employer
11	Mr. N. Chandrasekar	SPM Engineering – Managing Director	Industrialist
12	Mr. R. Arockinathan	F/O Mr.A. Jana	Stakeholder – Parent
13	Mr.S.Vignesh	AM	Administrative Officer



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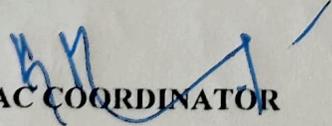
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S.No	Agenda	Topics Discussed and Addressed during the Session
1	Institutional Collaboration	<ul style="list-style-type: none">• Plan to strengthen partnerships with other educational institutions, industry, and research organizations.
2	Student Wellness and Mental Health	<ul style="list-style-type: none">• Plan to enhance student wellness and mental health support by implementing comprehensive programs and promote overall well-being.
3	Faculty Research and Publications	<ul style="list-style-type: none">• Plan to increases research grants and funding opportunities.
4	Sustainability Practices and Green Initiatives	<ul style="list-style-type: none">• Plan to sustainability practices and green initiatives to reduce the environmental impact of the institution.
5	Alumni Relations and Networking	<ul style="list-style-type: none">• Plan to strengthen alumni relations and expand networking opportunities



ACTION TAKEN REPORT OF IQAC MEETING HELD ON 18TH SEP 2024

S.NO	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To utilize digital tools to enhance the learning experience.	All faculty members have begun using the digital tools in their teaching practices, with increased engagement in online platforms and digital resources.
2.	To improve educational standards.	Conducted a comprehensive review of existing curricula to ensure alignment with academic standards and industry requirements.
3.	To enhance and formalize the feedback mechanism.	Established a process for regularly reviewing the feedback mechanism and making adjustments as needed.
4.	To promote innovation and entrepreneurship.	Developed new programs focused on innovation and entrepreneurship, including courses, workshops, and seminars.
5.	To enhance the institution's reputation and quality standards.	Collected and updated data on institutional performance in areas relevant to rankings and accreditation.


IQAC COORDINATOR


CHAIRPERSON
Dr. A. RAVICHANDRAN, M.E., Ph.D., M.I.S.T.E., M.I.E.
DIRECTOR
RAAK COLLEGE OF ENGINEERING & TECHNOLOGY
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MEMBERS PRESENT

Sl.No	Name of the Faculty Member	Signature
1	Dr. A. Ravichandran	
2	Mr. K. Murugan	
3	Dr. N. Sowri Raja Pillai	
4	Mr. B. Murugan	
5	Mr. S. Ramachandran	
6	Mr. A. S. Vijayanathan	
7	Mr.D. Thamilselvan	
8	Mr. A. Sathidhanandham	
9	Mr. M. Jeeva	
10	Mr. Vijayakanth Manickaswamy	
11	Mr. N. Chandrasekar	
12	Mr. R. Arockinathan	
13	Mr. S. Vignesh	