

Thanthai Periyar Government Institute of Technology, Vellore-02.

Department Of Mechanical Engineering

Minutes of the Second Class Committee Meeting for B.E III Semester

16-09-2019

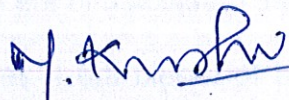
The Second Class Committee meeting for III semester B.E Mechanical Engineering was held on 11/09/2019 in Mechanical Seminar hall at 3.00 p.m with the following faculties and students as members:

1. Prof.M.Kantha Shoba. Asso.Prof/Mech	<b>Chair person</b>
2. Prof.E.Elavenil, AP/Mech	:Convener
3. Prof.G.Padmanaban, AP/Mech	:Convener
4. Prof.T.Suja, AP/Mech	:Member
5. Prof.D.Sudha, AP/EEE	:Member
6. Prof.D.Sakthivel, AP/EEE	:Member
7. Prof.D. Babu, AP/Maths	:Member
8. Prof.S.Subramani AP/English	:Member
9. Mr. P.Elumalai, HBL/Maths	:Member
10. Mr.M.KishoreKumar, HBL/Mech	:Member
11. N.Abdul Baasith Mech A	:Student Representative
12. B.Balamurugan Mech A	:Student Representative
13. M.Pradeep Mech B	:Student Representative
14. C.S.Subish Charan Mech B	:Student Representative

The following points were discussed in the meeting:

1. It has been decided to mould the II year students' batch of 2018-2022 as the model batch for the next coming batches to follow. A number of steps to be taken were devised.
2. At the very first, the students were advised to maintain a good discipline in the college campus. They were instructed to Wear Identity cards compulsorily and were asked to follow proper dress code.
3. The students' performance in Cycle Test- I and their attendance level were discussed, which were found to be less than adequate. It is decided to take necessary steps to improve the academic performance and also students were asked to avoid missing the classes.

4. The students were informed about the online system of sending the academic and attendance report to the Parents through a newly developed App, the first and foremost in TamilNadu.
5. The first Industrial visit that has been arranged was announced and the students were asked to co-operate with participation maintaining discipline and safety during the trip. They were asked to use the opportunity to learn as much technical detail and industrial nuances.
6. The students were asked to use the Department Library facilities effectively.
7. The Students were advised to increase their awareness towards their career options and were asked to learn about Gate and various competitive examinations.
8. It has been decided to conduct the 2<sup>nd</sup> Internal test with one test a day, as the students felt that preparing for two tests a day was hindering their performance. The students assured a better performance this time.
9. It has been decided to provide drinking water facility at every classroom and laboratory as per the students' request. The students were asked to involve in maintaining the facility.
10. The students asked for better maintenance of the toilet facilities and they were assured of the same along with seeking their cooperation. It was also informed that monthly maintenance through outsourcing shall be carried out.
11. Students as well as faculty members were asked to address the problem of lack of seriousness among the students discussing collectively.

  
Chair person

  
Head of the Department

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Faculty Advisor File

THANTHAI PERIYAR GOVERNMENT INSTITUTE OF TECHNOLOGY, VELLORE-02.  
DEPARTMENT OF MECHANICAL ENGINEERING

**CLASS COMMITTEE FOR B.E. V SEMESTER MECHANICAL ENGINEERING**

Minutes for the Second class committee meeting for the V semester Mechanical Engineering for the Academic year 2019-2020 was held on 10/9/2019 in Mechanical department Seminar Hall and the following members were present.

<b>Prof.P.Praveen Raj, Head of the Mech Dept</b>	<b>Chair person</b>
1. Prof.T.Suja, AP (Sr.Gr) / Mech	: Member
2. Prof.K.Barathi, Asst.Prof /Mech	: Member
3. Prof.M.Kantha Shoba. Asso.Prof/Mech	: Member
4. Prof.A.Sujatha, AP (Sr.Gr)//Mech	: Member
5. Prof.P.Vijayalakshmi AP(Sr.Gr)/Mech	: Member
6. Mr.D.Anbarasan, HBL/Mech	: Member
7. Mr.T.L.Ariyanathar, HBL/Mech	: Member
8. Mr. E. Karthik, HBL/Mech.	: Member
9. Mr.S.Jayaprakash, HBL/Mech	: Member
10. Mr.J.Ranganathan, HBL/Mech	: Member
11. S.Peter Francis,III B.E (Mech)	: Student Representative
12. N.Tamilarasi,III B.E (Mech)	: Student Representative
13. S.Komal Akash ,III B.E (Mech)	: Student Representative
14. R.Hariharan ,III B.E (Mech)	: Student Representative

The chairperson welcomed the gathering and various points were discussed and the following decisions were arrived:

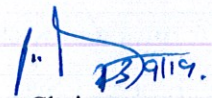
1. The portions covered for various subjects were discussed. Most of the faculties have covered about three units and felt that the remaining time would be sufficient for syllabus completion. It was intimated that the faculties requiring extra classes need to get prior permission from the Head of the Dept for conducting the classes.
2. Students were advised to complete their observation and submit their record work in time as instructed by the respective Lab in charges.
3. Students were advised to develop their interpersonal skill through internship and in plant training at the end of the semester.
4. Projector has been fixed with a CPU in the class rooms M4, M5, M6. Faculty and Students were requested to handle the projectors with proper care.
5. Students were instructed to follow proper dress code , haircuts, wear ID cards and avoid cake cutting inside the campus. Action will be taken on the students who violate the same.
6. Permission was given to students for one day visit to nearby industries.

7. Students requested dust bin for all class rooms, sanitation facility, drinking water, fans and proper lightings in all class rooms. The Chairperson assured to take the necessary action for the same.
8. Chairperson advised the students to utilize the department library to enhance their knowledge.
9. Students requested to have one internal test per day to prepare effectively. Hence, the chairperson requested the staff in charge for test time table to reschedule as per the students request.
10. Students were strictly instructed that they should leave the campus only during the lunch time.

Copy submitted to the Head of Institution

Chairperson

Circulated to Members

  
Chairperson

Thanthai Periyar Government Institute of Technology, Vellore-02.  
Department Of Mechanical Engineering  
Minutes of the Second Class Committee Meeting for B.E VII Semester

19-09-2019

The second class committee meeting for VII semester B.E Mechanical engineering was held on 10/09/2019 in Mechanical Seminar hall at 4.00 p.m with the following faculties and students as members.

<b>Prof. A. Sujatha Asst. Prof/Mech</b>	<b>Chairperson</b>
1. Prof. P. Praveenraj, Asso.Prof. / Mech	: Member
2. Prof. M. Kanthashoba, Asso. Prof./ Mech	: Member
3. Prof. P.Vijayalakshmi, Asst.Prof./ Mech	:Member
4. Dr. K. Anbukarasi, Asst.Prof/Mech	:Member
5. Prof. T.Suja, Asst.Prof./ Mech	:Member
6. Prof. E.Elavenil, Asst.Pro/ Mech	:Member
7. Dr. G.Padmanaban, Asst.Prof./ Mech	:Member
8. Prof. K. Barathi, Asst.Prof/ Mech	:Member
9. Mr. P. Rajiv, Lecturer / Mech	:Member
10. Mr. M. Kishore Kumar, Lecturer / Mech	:Member
11. Mr. S. Jayaprakash, Lecturer / Mech	: Member
12. Mr. J. Ranganathan, Lecturer / Mech	: Member
13. Mr. T.L. Ariyanathan, Lecturer / Mech	: Member
14. Mr . U. Arjun	:Student representative
15. Mr. D. Kishore Kumar	:Student representative
16. Mr. S. Sankar	:Student representative
17. Mr.S. Saravana Kumar	:Student representative

The chairperson welcomed the gathering and discussed the following

1. Students were strictly instructed again to be punctual for their classes and to maintain the proper dress code and should wear ID card regularly.
2. The final year students were informed the purpose and benefits of internship and were asked to plan for internship in the forthcoming vacation.
3. Students were advised to actively participate in inter college paper presentations.
4. The students were informed that all the internal assessment marks and attendance will be sent to their parents through the new APP system and the first assessment details have already been sent.
5. Students were instructed to meet their respective guides during project hour without fail and advised to carry out industrial project.
6. Students were encouraged and guided to get funded project from the reputed organization.
7. The first internal assessment results were discussed and students were instructed to improve their performance. Students were asked to extend full support to bring our college among top 10 list.
8. The second test schedule was rescheduled for student's convenience as per their request.
9. Students were advised to prepare well for their internal exams so that they can get good internal marks.
10. Students requested for the proper maintenance of toilet. The HOD assured that the problem will be addressed and suggested that cleaning will be outsourced every month in addition to regular cleaning every day.
11. Students were asked to use department library during their free hours.
12. Students are requested to provide drinking water facilities in each floor and HOD agreed to provide drinking water cans in both the floors.

The meeting came to an end by 5.00p.m.

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*Prof. Sujatha*  
19/9/19  
Chair person

*AV*  
10/9/19  
Head of the Dept.

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*AV*  
19/9/19  
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19/9/19