

Academic Year 2020 – 2021**SETHU INSTITUTE OF TECHNOLOGY, PULLOOR, KARIAPATTI – 626 115****NOTICE****No: SIT/Student Welfare / 2020-21/03****Date: 16.03.2021****STUDENT WELFARE COMMITTEE MEETING MINUTES**

S.No.	Suggestion	Corrective Action
1.	Bio Medical Engineering Students requested to organize Industrial Visit	HoD of Bio Medical Engineering. is asked to organize Industrial Visit at suitable time
2.	Mini project may be conducted	Mini project will be conducted after the COVID'19 spread is completely over.
3.	Industry visit may be organized	Industrial visit will be organized after the COVID'19 spread is completely over.
4.	Placement training may be conducted every week	Decision will be taken after consulting with Dean (Placement) and HoDs
5.	Agricultural Engineering students requested that the lab facilities may be properly provided to the students.	HoD Agri. is instructed to allow the students use the Laboratories.
6.	Chemical Engineering students requested that Seminar hall may be provided for them.	Seminar hall will be provided for Chemical Engineering Students

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STUDENT WELFARE COMMITTEE MEETING ATTENDANCE

Date: 16.03.2021

S.No,	Roll No.	Student Name	Course Year	Signature
1	18BM052	A. Merlin Renaxy	3-BME	
2	18IT049	P. Keerthana	3yr-IT	P. Keerthana
3	18AE046	C. Santhiyadevi	III rd Agri	C. Santhiyadevi
4	19AE056	Yaseen Sabnaa.L	II/Agri	Yaseen
5	18CH033	SYED OBI M.	III/CEM	
6	18SI150	F. Thahir Hussain	III/CSF	F. Th
7	18AE004	S. Thimmuraman	III/Agri	S. Thimmuraman
8	19AE028	Gr. Vincent Charles	II/Agri	
9	18AE005	R. Gunalingam	III/Agri	
10	18ME141	M. VIJAY	III/Mech	M. Vija
11	19EE091	R. Sudarshan	II/EEE	R. Sud
12	18ME243	V.C. VIJAYKUMAR	III/MECH	V.C. Vijaykumar
13	19CE089	S. Mohammed Imran Nazeer	II/CIVIL	C. Nazeer
14	19IT026	M. Abishkek	II/IT	M. Abishkek
15	18EC149	A.R. PRANAV RAMANA MANI	II/ECE	A.R. Pranav
16		Dr. S. Siva Ranjani	Prof S Head IT	S. S. Ranjani
17		Dr. MERLINE A	Prof. ECE	
18		A. Senthil Kumar	Principal	
19				



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STUDENT WELFARE COMMITTEE MEETING

Date: 30.11.2020

S.No.	Suggestion	Corrective Action
1.	More time is needed for Online Exam. After completion of the exam sufficient time may be given to scan the answer sheets and send.	Controller of Examination will be informed to provide more time for Exams.
2.	The option to remove faculty and students from the class when the class is going on in Microsoft Teams should be disabled.	The Faculty Members will be informed to use the option properly available in the Microsoft Teams to present the class by themselves only.

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PULLOOR, KARIAPATTI - 626 115
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SETHU INSTITUTE OF TECHNOLOGY, PULLOOR, KARIAPATTI – 626 115

NOTICE

No: SIT/Student Welfare / 2020-21/01

Date: 28.08.2020

STUDENT WELFARE COMMITTEE MEETING MINUTES

S.No.	Suggestion	Corrective Action
1.	As many students face connectivity problem in the Online classes, the classes may be recorded and made available online.	Faculty members are asked to record the Lecture Class in Microsoft Teams platform for further reference.
2.	It is very difficult to understand the problem oriented subjects if the derivations are not derived and problems are not solved step by step in the class. So some method could be followed to solve the problems step by step by the faculty during the online class.	<p>For Problem Oriented papers: Faculty members are asked to adopt suitable teaching method for problematic paper.</p> <p>Preferably: The faculty members may write derivations or problems in paper step by step.</p> <ul style="list-style-type: none"> • The paper may be directly video-graphed and streamed through Microsoft Teams • The papers may be photographed and pasted in PPT and it can be presented. • Derivations or problems may be converted into pdf and shown step by step.
3.	All the materials including the Presentations may be made available in some online platform	<p>All faculty members are instructed to upload the presentation and Lecture materials through any of the following methods</p> <ul style="list-style-type: none"> a) Google Drive link b) Google Classroom c) Microsoft Teams files d) WhatsApp e) Email etc.

4.	Class link can be shared for all the classes	All faculty members are instructed to send Microsoft Teams link to the students through social media platform, at least 15 minutes before the commencement of the class
5.	The rights given for students to remove other students must be disabled	All faculty members are asked to make themselves as the only presenter (Only me) in the Manage Permission Options
6.	Test may be conducted as Multiple Choice questions through Microsoft Forms	It will be discussed with HoDs and finalized
7.	In Tests each student may be given different question paper to avoid copying and discussion	HoDs are asked to implement this suggestion wherever it is possible
8.	Problem oriented papers may be conducted in the first hour	HoDs and Time table Coordinator are informed to have Time table accordingly, as far as possible.
9.	Classes may be completed within the scheduled time.	Faculty Members are instructed to complete the class within the scheduled time.
10.	Training Classes may be conducted for Aptitude and competitive Exams	Training and Placement Cell is informed to conduct such classes for the Final Year students


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