

NEW HORIZON COLLEGE OF ENGINEERING

DEPARTMENT OF HRD

MINUTES OF MEETING

Date	Time	Venue
25/09/2025	4 pm - 4:45 pm	Training Room, Dept. of HRD

Members Present:

Sl No	Name	Designation
1	Mr. Pradeep Kote	Sr. Director
2	Mr. K Muralidharan	Sr. HR Manager
3	Ms. Mohana Venkatappa	HR Manager
4	Mr. R Pradeep Raj	HR Manager
5	Ms. Sheeba R	HR Manager
6	Mr. Dilip M Badagi	Trainer
7	Ms. Hemavathi R	Trainer
8	Mr. Karthikeyan G	Trainer
9	Mr. Laxman Rao S P	Trainer
10	Mr. Milan H	Trainer
11	Department faculty Coordinators	Mr. Santhosh (CSE1), Mr. Rathish & Ms. Roja (CSE2), Mr Ms. Kavitha U (DS), Ms. Rajashree (AIML), Mr. Nagendra (ECE), Mr. Sunil (EEE), Ms. Neha (ISE), Mr. Madhuraj (MBA)
12	Ms. Rakhee Kundu	Office Executive

Members Absent:

Sl No	Name
1	Dr. Vasumathi (MCA)
2	Mr. Govindarajan (MCA)

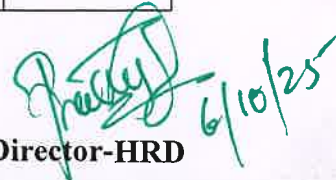
Agenda:

Sl No	Particulars
1	Status of 2025 batch placements
2	Update on HRD Portal - NEOPAT
3	Regular meetings with Faculty coordinators
4	Introducing Superset
5	Code Tantra assessments
6	Job posting instructions
7	Japanese Language class attendance
8	Enquiries about L&T and Capgemini offer letters
9	Superset performance
10	Microland drive

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Sl No	Discussion Point	Action Item	Member Responsible	Tentative date of completion
1	2025 Batch placements officially not closed. 88% students have been placed.	Faculty coordinators to encourage students to participate in upcoming 2025 batch drives.	Faculty coordinators of respective departments	
2	Agreement with NEOPAT has been called off. No more activity will be done through HRD portal.	Faculty coordinators and Dept of HRD to discontinue using NEOPAT.	Dept. of HRD, Faculty Coordinators	Always
3	Fortnightly meetings to be conducted with Faculty coordinators	Faculty coordinators to mandatorily attend.	Office Executive to schedule meetings	Regular practice
4	Dept. of HRD shifting to Superset which will take care of Drive management	Coordinators to start using Superset.	Dept. of HRD, Faculty Coordinators	Regular practice
5	Code Tantra Assessments	Students to take up the assessments fortnightly. Onboarding on to a different platform for Interview preparation is still being explored.	Faculty coordinators to communicate to students.	Immediate
6	Job posting from other sources	Job postings to be validated with HRD before sharing with students	Dept. of HRD, Faculty Coordinators	Regular practice
7	Poor Attendance noted for Japanese Language classes	1) All Students who have opted for Japanese language classes to be called for a meeting on 8 th October 2025. Attendance mandatory. 2) Students to be strictly instructed not to send private texts to Japanese tutors.	Mr. Muralidharan	7 th October 2025
8	Students enquiring about L&T and Capgemini offer letters	Students to be asked to remain patient as both the companies are onboarding in a phased manner.	Department Faculty coordinators	Immediate
10	Microland recruitment drive	Students to be allowed to take up Microland assessments. Trainers to be present. All 53 students to be present on 27 th September 2025. Microland team will be visiting often.	Trainers	


Sr. Director-HRD