



AAA COLLEGE OF ENGINEERING & TECHNOLOGY

Accredited by NBA(CSE,ECE,EEE & MECH),NAAC with "A" Grade,
An ISO 21001 : 2018 Certified Institution

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

Kamarajar Educational Road, Amathur, Sivakasi – 626 005.

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 29.07.2023

Minutes of the Meeting

The **First IQAC meeting** for this academic year **2023-2024** has been conducted on **29th July 2023** at 1.30 PM at **IQAC Board Room**, AAA College of Engineering and Technology, Sivakasi.

Dr. M.Sekar, Chairperson, welcomed the new members of IQAC meeting followed by review presentation made by **Dr. S. Sevugarajan**, Professor & Head, Department of ECE, **Coordinator of IQAC** and the following IQAC members were attended the meeting.

Title	Committee Members
Chairperson	Dr.M.Sekar, Principal
Management Representative	Dr.K.Vignesh Kumar, Joint Secretary
Academic Expert	Dr. K. Srithar, Professor, Dept. of Mechanical Engineering, Thiagarajar College of Engineering, Madurai.
Members from Administration	Mr.K. Chandra Prakash, Administrative Officer Mr. G. Balagurusamy, Office Manager
Members of Faculty	Dr.S.Krishnapriya, Professor and Head/Civil
	Dr.J.Sutha, Professor and Head/CSE
	Dr.C.Senthil Kumar, Professor and Head/EEE
	Dr.P. Seenikannan, Dean, Professor and Head/MECH
	Dr.J.Dharmaraja, Asso.Professor and Head/S&H
IQAC Coordinator	Dr.S.Sevugarajan, Professor and Head/ECE
IQAC Co-COordinator	Mr.C.Karuppasamy, Assistant Professor/EEE
Nominee from Industry	Mr.M.Rajendran Subramanian, CEO & Founder, Anna Nagar West Extensn, Chennai – 101.
Nominee from Local Society	Mr.S.Amjath Ibrahim Khan, Food Safety Officer, Virudhunagar – Municipality, Virudhunagar.
Alumni Member	Mr.S.Madan Raj, Civil – (2014-2018 Batch)
	Mr.S.Raj, EEE – (2013-2017 Batch)
Student Members	S. Manikandan – III Year Civil (953721103039)
	R.Rohith – III Year CSE (953721104034)
	D.R.Shakthivel – IV Year ECE (953720106026)
	R.Muthupandi – III Year EEE (953721105019)
	T.Vetrivelmani – IV Year Mech (953720114030)

Agenda for Discussion

1. Minutes of the previous meeting.
2. Participation of NIRF ranking.
3. Starting of new courses.
4. Increase of intake of CSE department.
5. Application of autonomous status.
6. Application of UGC 2f.
7. NAAC AQAR submission.
8. Academic audit analysis.
9. MoU with various industries.
10. Placement Statistics 2022-2023.
11. IIC Activities.
12. Industrial Visit.
13. Anna University Result Analysis.
14. Feedback process and its action taken.
15. Research and Development.
16. Certificate and value added course.
17. Others, If any

The following points were discussed

Review of minutes of previous IQAC Meeting and action taken report on the decisions of the previous meeting. The last IQAC meeting was held on **14th December 2022** at 1:30 p.m. The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of meeting of were approved by the IQAC members.

- The committee members congratulated the CSE, ECE, EEE and Mechanical Engineering departments for getting NBA for three years.
- The chairperson instructed the heads of all the departments to sign MOUs with reputed industries in order to strengthen the Industry Institute interaction through industrial visits and Implant training/Internship.
- It was decided to conduct first year induction program in the first week of October.
- The chairperson insisted the IIC Coordinator to conduct more programs for creating innovative taught process amongst the students and for getting better state ranking from the IIC Council.

- The chairperson suggested the committee members to organize National/International level conferences for enhancing the recent technological ideas.
- The IQAC coordinator informed that the NAAC AQAR submission for the academic year 2022-2023 will be in the month of December 2023. So all the NAAC criteria coordinators are asked to complete the AQAR documents as early as possible.
- The committee reviews the course file audit done by the external members from various reputed institution for the academic year 2022-2023.
- IQAC coordinator informed the committee that the Course file audit, Proctor card audit and Google classroom audit for the academic year 2022-2023 even semester will be conducted during the second week of August 2023.
- The chairperson and IQAC coordinator congratulated the placement coordinator for providing placements to the students in the reputed MNC companies.
- IQAC coordinator requested all the heads of the department to arrange industrial visits to reputed industries/Organization for all the II, III and IV Year students . and also requested to get feedback and write up from the students as per the industrial visit policy documents.
- The chairperson instructed the heads of all the departments to sign MOUs with reputed industries in order to strengthen the Industry Institute interaction through industrial visits and Implant training/Internship.
- The chairperson insisted the IIC coordinator to conduct more programs for creating innovative thought process amongst the students and for getting better star ranking from the IIC council.
- IQAC coordinator requested all the heads of the department to arrange industrial visits to reputed industries/Organization for all the II, III and IV Year students.

- The committee members insisted the NIRF coordinator to participate in the NIRF ranking for this academic year. Also committee members insisted the faculty members to publish articles in reputed journals.
- Dr.K.Srithar, suggested to motivate students to participate in the hackathans events.
- The committee reviewed the result analysis for the academic year 2022-23 odd semester. Dr.K.Srithar informed that special coaching classes for first year students to be conducted for the first year students because the I semester results are low compared to higher semesters result.
- Mr.M.Rajendran Subramanian suggested to give value added courses in programming languages like C, C++, JAVA and Python for all department students.
- Feedback analysis reports from various stakeholders were discussed. The committee expressed their satisfaction over the stakeholder's feedbacks. The committee suggested to collect feedback from students during the mid of the semester.
- The Certificate courses, value-added courses and Vocational courses proposed by the various departments were approved by the committee.
- The chairman suggested the committee members to organize National/International level conferences for enhancing the recent technological ideas.

IQAC Coordinator proposed the date for the next meeting and unanimously decided tentatively scheduled during the month of December 2023.


Coordinator (IQAC)

Dr. S. Sevugarajan


Chairperson

Dr. M. Sekar

Copy to: 1. All IQAC- committee members
2. Office