

ACET/IQAC Meeting/2019-20/001

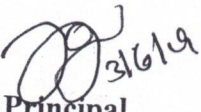
Date:03.06.2019

CIRCULAR

This is informed that the IQAC meeting is scheduled on 05.06.2019 at 3:00 pm in the Board room. All the IQAC members are informed to attend the meeting without fail.

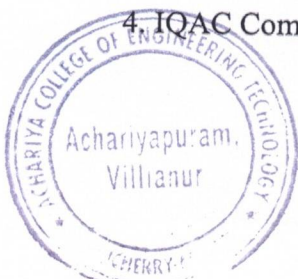
The Agenda for the Meeting:


1. Academic Activities.
2. Development Activities for students
3. Academic Performance
4. Placement Activities.
5. Faculty Development Activities
6. Feedback analysis


Principal

Copy forward to:

1. The Honorable Managing Director for your kind disclosure.
2. The Office superintendent
3. All Dept HOD's
4. IQAC Committee members & File




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Dr. T. Ganapathy, the principal, gave an overview of IQAC, outlining its purposes and significance. The IQAC coordinator welcomed the new Chairperson and IQAC members to the gathering.

The minutes discussed as;

Academic Activities:

- HODs ensure the proper and efficient implementation of the Academic Calendar, Timetable, Class notes preparation, Lab manual preparation.
- Faculty members are required to prepare PPT, lecture notes and course files according to the schedule provided.

Development Activities for students:

- Various committees were formed to plan events for student welfare, including symposiums, interdepartmental events, sports, cultural activities and workshops.
- HODs and Faculty members are directed to monitor student participation in technical / non-technical events.
- Certification and value-added course details were explored for this year.
- The following VAC are planned for this semester as,
 - Fire Protection, Services and Maintenance
 - Cryptography and Network Security
 - Robotics and Automation
 - Fundamental of Photons in Quantum Electronics
 - Clean and Sustainable Power Generation

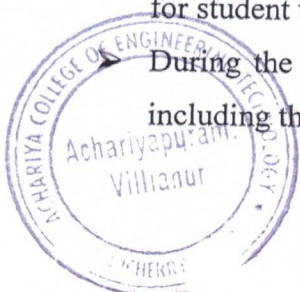
Academic Performance:

- The IQAC chair provided a summary of the previous semester's results for all departments and directed efforts toward improving in future.
- All the faculties were instructed to conduct the assessment and assignment in regular basis.
- Slow learners need to be identified and assisted to pass all subjects and instructed to schedule remedial classes.

Placement Activities:

- The collaboration with companies that have signed MoUs aims to offer opportunities for student training in internships and placements

During the meeting, the placement achievements of all departments were reviewed, including the offers secured by the students



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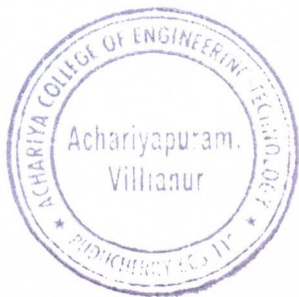
- The following Skill based programs are planned for this semester:
 - Work life balance and well-being
 - Cracking Engineering Service Examination
 - Cracking Civil service Examination
 - Technical Interview A Career Counseling
 - Career Path and Advancements

Faculty Development Activities:

- IQAC recommends that faculty members for NPTEL certificate course, Conferences and journal publications.
- IQAC recommended organizing training programs for the Lab Instructors and administrative staff like Microsoft Office, tally, software etc.

Feedback analysis:

- IQAC recommended taking feedback from various stakeholders such as alumni, professionals, students, and employers.
- With input from various stakeholders, the solution will be implemented in the future.



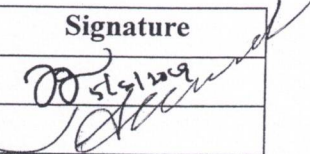
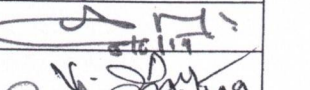
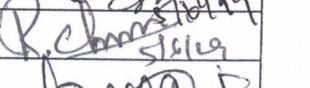
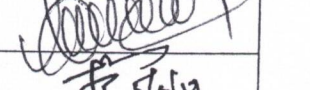
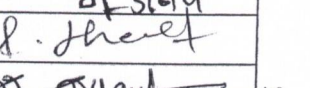
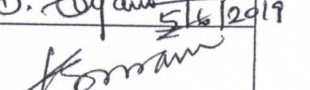
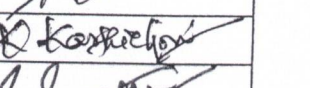
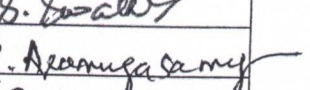
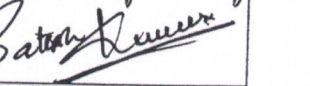





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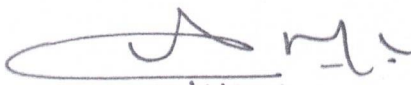
Minutes of the IQAC Meeting

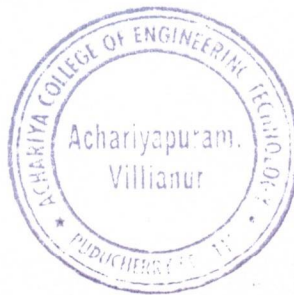
Date: 05.06.2019

Place: Board Room

Members Attended:

S.NO	Name	Designation	Category	Signature
1	Dr. T. Ganapathy	Principal	Chairperson	
2	Dr. J. Arawindhan	Chief Mentor	Managing Director	
3	Mr. F.D. Anfinston	Head & Assistant Professor	Coordinator	
4	Mr. V. Anandakumar	Assistant Professor	Co-Coordinator	
5	Mr. R. Chandrasekaran	Head & Assistant Professor	Member	
6	Mrs. A. Kannaki @ Vasanthazhagu	Head & SAP	Member	
7	Dr. K. Thirumalaivasan	Head & Associate Professor	Member	
8	Mr. R. Thirumavalavan	Head & Assistant Professor	Member	
9	Ms. S. Syamala Gowri	Head & Assistant Professor	Member	
10	Mr. K. Sriram	Senior Administrative Officer	Member	
11	K. Karthick Govindaraj	Student	Member	
12	S. Swathi	Alumni	Member	
13	Mr. R. Arumugasamy	Parent	Member	
14	Mr. R. Sathishkumar	Managing Director, Ignite Labs Pvt Ltd.	Member	



5/6/2019
Coordinator- IQAC




5/6/19
Chairperson

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