

ACET/IQAC Meeting/2022-23/001

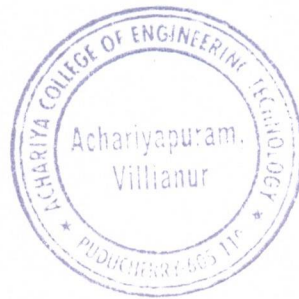
Date:22.08.2022

CIRCULAR

This is informed that the IQAC (Internal Quality Assurance Cell) meeting is scheduled on 25.08.2022 at 10:00 am 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 Strategies and Plan.
5. Faculty Development Activities
6. General discussions



Copy forward to:

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

M
22/8/22
Principal

PRINCIPAL
ACHARIYA COLLEGE OF ENGINEERING TECHNOLOGY
Achariyapuram, Villianur
Puducherry.

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22/8/22
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ACHARIYA COLLEGE OF ENGINEERING TECHNOLOGY
ACHARIYAPURAM VILLIANUR,
PUDUCHERRY 605 110

Minutes of the IQAC Meeting

Date : 25.08.2022

Place : Board room

Members Attended : All

Members Absent : -

S.No	Name	Designation	Category	Signature
1	Dr. S. Gurulingam	Principal	Chairperson	<i>[Signature]</i>
2	Dr. J. Arawindhan	Chief Mentor	Managing Director	<i>[Signature]</i>
3	Mr. F.D. Anfinston	Head & SAP	Coordinator	<i>[Signature]</i> 25/8/22
4	Mr. V. Anandakumar	Head (SAP) & TPO	Co-Coordinator	<i>[Signature]</i> 25/8/22
5	Mr. S. Rajendra Prasad	Head & Assistant Professor	Member	<i>[Signature]</i> 25/8/22
6.	Mrs. A. Kannaki @ Vasanthazhagu	Head & Associate Professor	Member	<i>[Signature]</i>
7	Dr. G. Anand	Head & Associate Professor	Member	<i>[Signature]</i> 25/8/2022
8	Ms. S. Syamala Gowri	Head & SAP	Member	<i>[Signature]</i> 25/8/22
9	Mr. K. Sriram	Senior Administrative Officer	Member	<i>[Signature]</i>
10	A. Punnasara	Student	Member	<i>[Signature]</i>
11	P. Narendiran	Alumni	Member	<i>[Signature]</i>
12	Mrs. Malar	Parent	Member	<i>[Signature]</i> malar
13	Mr. R. Sathishkumar	Managing Director, Ignite Labs Pvt Ltd.	Member	<i>[Signature]</i> Sathishkumar

[Signature]
25/8/22
Coordinator- IQAC



[Signature]
25/8/22
Principal / Chairperson

[Signature]
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The minutes discussed as:

Academic Activities:

- The principal recommended that all departments adhere rigorously to their work plans to ensure the completion of syllabus according to the schedule and it should be followed by the Head of the departments.
- HODs ensure the proper and efficient implementation of the road map of department.
- Faculty members are required to prepare PPT, lecture notes, Question bank according to the schedule provided.

Development Activities for students:

- Diverse committees were established to strategize events aimed at enhancing student welfare, encompassing symposiums, interdepartmental events, sports, cultural activities, and workshops.
- Heads of Departments (HODs) and faculty members have been instructed to oversee student engagement in both technical and non-technical events.
- Certification program and value-added course details were explored for this year.

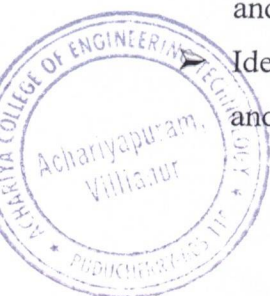
The value-added courses are planned for this semester as,

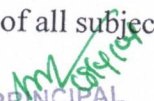
S.NO	Department	Title
1	CIVIL	1. 3DS MAX 2. Analysis and Design of Etabs
2	CSE	1. Cyber Security 2. Basics of Smart IOT Devices
3	ECE	1. Building blocks of Java Programming 2. Battery Management system & Energy storage in EV
4	EEE	1. Anys Electric Motor Design Software
5	MECH	1. Surface Modelling using CATIA V5 2. Basics of 3D Printing
6	S&H	1. Soft skills - Basic Etiquettes 2. Logical and Reasoning

Academic Performance:

- The IQAC chair provided a summary of the previous audit results for all departments and directed efforts toward improving in future.

Identify and support slow learners to ensure their successful completion of all subjects, and arrange for remedial classes as needed.




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Placement Strategies and Plan:

- The partnership with companies that have signed Memorandums of Understanding (MoUs) is geared towards providing internship and placement opportunities for student training
- The team has scheduled additional hours for placement training with the aim of enhancing students' capabilities for career development
- During the meeting, the placement achievements of all departments were reviewed, including the offers secured by the students

The following skill development activities are planned for this semester

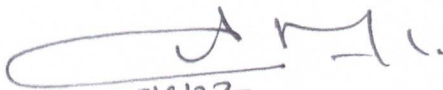
- Web Development
- Communication Skills - Interview Readiness
- Soft Skills - Problem Solving
- Careers in cyber security
- Barriers to effective communication

Faculty Development Activities:


- IQAC recommends that faculty members publish at least one research paper each year in indexed journals.
- The IQAC recommends that faculty members attend various workshops, webinars, Faculty Development Programs (FDPs) and certification courses.

General discussions:

- Discussed about student welfare initiatives such as NSS, the tutoring program and basic amenities.


2518122
Coordinator- IQAC




**Principal & Chairperson
PRINCIPAL**
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