



ARUNAI ENGINEERING COLLEGE
TIRUVANNAMALAI



IQAC Meeting
Minutes of meeting

Date: 11.08.2023

IQAC meeting/ issues concerning improvement and monitoring the quality system of the college

Participants

Sl.No.	Name	Designation	Role
1.	Dr.R. Ravichandaran	Principai	Chairperson
2.	Dr.R.Sathiyaseelan	Registrar	Management Representative
3.	Mr.R.Praveen Kumar	Asso. Prof./BT	Coordinator
4.	Dr.S.Sivakumar	Head/EEE	Member
5.	Dr.S.Elango	Head/ECE	Member
6.	Mr. A. Eakambaram	Head/Automobile	Member
7.	Mrs.Radhika	Asst Prof/Phy	Member
8.	Dr.S.Ramamoorthy	Prof./HAS	Member
9.	Mr.A.C.Sakthivealu	Administrative officer	Member
10.	Dr.K.Kamalakannan	PED	Member
11.	Mr. Ponnusamy	Advocate/Tiruvannamalai	Member
12.	Ms. Yuvashree N	Student/II Yr-BT	Member
13.	Mr.A. Sathish	Biocon/Hosur	Member
14.	Mr. Nagarajan Sridharan	Vice President – India Operation, Histogenetics (India) Pvt.Ltd, Chennai	Member
15.	Mr.N.Prakash	Managing Director, Chemin Enviro Systems, Perundurai	Member
16.	Mr.Selvaraj	Sri Rajendra Scientifics, Vellore	Member

Minutes

Principal chaired the meeting and initiated the Proceedings of the meeting with a warm welcome to all the members present.

1. The action points taken in the previous IQAC meetings are reviewed and are found to be implemented successfully.

- 3 courses B.Tech – IT, B.E – EEE & B.E – ECE were accredited by NBA. Principal congratulated the functional heads for successfully completed the accreditation process.
- Process to apply for NAAC accreditation reassessment started by IQAC coordinator. Preparation of IIQA is in progress.
- 2 new courses, B.E – Computer Science and Engineering (Artificial Intelligence and Machine Learning) and B.Tech – Agricultural Engineering were approved by AICTE and affiliation was obtained.

2. Academic audit was conducted for all courses. Experts from different other institutes were invited as experts to conduct the audit. No severe issues were identified in the audit. However, it was suggested by the experts to improve the overall results.

3. All the corrective actions were reviewed and given suggestions for the proposed action and advised to take preventive actions.

4. To improve the results the following suggestions were given:

- i. To conduct 2 cycles of revision exams at the end of the semester
- ii. Class tests may be conducted.

5. It was proposed to submit SSR to NAAC reassessment before December 31, 2023.

6. Approval given to all the departments to conduct conferences, workshops, symposium and seminar, Guest lectures and industrial visits following regulations laid by the government. Online events may be organized when and where possible.

7. It is resolved to approve the budgetary proposals for the year 2023-2024

8. The salient features of the plan of action for the next 12 months are given below:

- A. To strengthen the Institute Innovation Council.
- B. To encourage the faculty members to attend more skill development programs like FDP, STTPs and Workshops.
- C. To explore and allocate society oriented students projects.

9. Resolved to ratify the action taken by the Principal for appointing the new faculty.

10. Discussed and approved the strategies to enhance Research and Development activities in the institution

- To prepare and apply for funding support for R&D and other activities.
- To provide necessary human and financial resources required for research and development activities.
- To provide financial incentives to faculty members for pursuing research activities
- To link research output of faculty members to their promotions

11. Principal asked the IQAC coordinator to train the new staffs about the quality management system

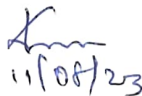
12. As all infrastructural requirements has been fulfilled it is decided to discuss about the issues whenever required.

13. In view of admission related activities, principal asked the stakeholders to explore the possibilities of creating impact in various social media. Highlights of the courses offered may be projected to disseminate the activities.

14. The principal insisted the HoD's to guide the students to attend conferences, seminars, etc..

Principal thanked all the members for their contributions.


Coordinator


11/08/23


Principal