



**PAAVAI ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**PACHAL, NAMAKKAL**



**Internal Quality Assurance Cell(IQAC)**

**Minutes of Meeting**

Minutes of Meeting for the academic year 2017-2018 held on 16.06.2017 in the smart hall at 10.30 am

The following members were present:

S.No	Category	Name	Designation
1	Chair Person	Dr M Premkumar	Principal
2	Coordinator/Director of IQAC	Dr S Sukumar	Dean / Civil
3	Administrative Officer	Dr B Kishokkumar	Professor / Mathematics
4	Teachers	Dr A Suphalakshmi	Professor & Head / CSE
		Dr G Balaji	Professor & Head / EEE
		Prof B Venkatesan	Assistant Professor / IT
		Prof A P Sivasubramaniyam	Professor & Head / MECH
		Prof D R P Rajarathnam	Associate Professor & Head MCT
		Prof P Muthusamy	Professor & Head MCA
		Prof P Kalimuthu	Associate Professor & Head CIVIL
		Dr G Raja	Professor / Chemistry
		Prof P Rekhapreethi	Assistant Professor& Head / MBA
5	Local Society ,Students and Alumni	Mr Srinivasan	Entrepreneur, Rasipuram
		Mr S Muthukumar	Final year Mechanical Engineering
		Mr A Naveen	Third year Information Technology
		Mr Ashok Kumar	RF Engineer, Sify Technology, Chennai
6	Employer	Dr K K Ramasamy	Director Administration
7	Industrialist	Mr Chandran	Entrepreneur, Namakkal
8	Stakeholders	Dr M Ramakrishnan	MBBS, DCH, Rasipuram

**The minutes of the meeting are as follows:**

Dr M.Premkumar, Chairperson, Welcomed the members of IQAC and set the context for the discussion meeting followed by review presentation made by Dr S Sukumar, Professor & Dean, Department of Civil Engineering and Coordinator IQAC

1. Review of previous minutes of IQAC meeting and action taken report on the decision of previous meeting were readout with a formal discussion with all IQAC members
2. Committee members congratulated all the HoDs for the successful conduction of International Conference(ICATS'17), Sports Day, Placement Day and Annual Day in the month April and May
3. The meeting of statutory and non-statutory committee meeting will be conducted as per the plan
4. IQAC Coordinator informed about the review of the academic audit which was conducted in Even semester of the academic year 2016-2017 from 25/05/2017 to 27/05/2017 and administrative audit from 29/05/2017 to 31/05/2017
5. The Committee members verified the Academic Calendar for various events to be conducted during the current academic year
6. The benefits of Students Chapters of Professional Societies have been discussed and it is declared to start Student Chapter of IE(I) in Paavai Engineering College
7. NBA, SAR report was submitted by CSE, EEE, ECE, Civil and Mechanical Department and expecting NBA peer team who is going to inspect our campus in the end of July Month
8. The list of certificate courses and Value added courses to be conducted by different department in the academic year 2017-2018 has been presented and approved
7. It is decided to take necessary step to apply more Institutional Ranking like AICTE CII, NIRF and India Today Survey
8. Committee advised to maintain Champions of Champion position in this academic year also.

9. The committee members suggested to conduct class committee meeting /Course Committee meeting periodically
10. The placement of students in core and IT companies has been reviewed. More students have to be placed in Tier 1 companies compared to the last year
11. It was instructed to arrange technical oriented FDP for faculty members by subject expert through Faculty Development Department
12. Committee suggested to organize Orientation Programme for second year students
13. Committee advised to conduct minimum 4 academic events (Workshop/Seminar / Guest Lecture) per semester for the benefits of the students.
14. Committee suggested to apply for various project expo which is going to be conducted by Government sectors and Industries
15. The members of IQAC to instruct the faculty members & students to present more papers
16. Planned to conduct 12<sup>th</sup> Graduation Day and Alumni meet in the month of September
17. The outcome of these audits will be discussed in next IQAC meeting for necessary corrective actions and remedial steps

IQAC Coordinator proposed the vote of thanks and meeting came to an end

  
IQAC Coordinator



  
Chairperson  
PRINCIPAL  
PAAVAI ENGINEERING COLLEGE  
NH-7, PACHAL Post, NAMAKKAL Dist



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**IQAC- ACTION TAKEN REPORT**

**Academic year 2017-2018**

Action Taken Report on the decision of the IQAC Meetings held on 16.06.2017 during the academic year 2017-2018 .To implement the decisions of the IQAC meetings, the following action were taken:

Plan of Action	Action Taken
Statutory Committee Meeting	1.Bos was conducted by all the department between April and May Month 2.Academic council was conducted on 07.06.2017 3.Governing was conducted on 31.08.2017
Class Committee Meeting/Course Committee Meeting	*3 class committee meeting was conducted per semester by all the respective departments to know about the students expectation in academic parts *1 Course Committee meeting was conducted by all the departments for correct syllabus frame of common subjects
Professional Society Activities	IE(I) society inaugurated in our campus on 07.07.2017 and The Department of IT organized IE(I) sponsored seminar on “Big Data Analytics “ on that day
Student Project proposal	ECE students project has been selected for “TNSCST Project Scheme -2017”
NBA Peer Team Visit	NBA peer Visited on 4 <sup>th</sup> to 6 <sup>th</sup> August 2017 and following departments have got 3 years accreditation 1.CSE 2. EEE 3.ECE 4.Civil
Value added courses	More than 15 courses was conducted through QEEE ,IITM
Orientation Programme	An induction programme was conducted for first year students from 29.08.2017 to 14.09.2017



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**Internal Quality Assurance Cell(IQAC)**

**Minutes of Meeting**

Minutes of Meeting for the academic year 2017-2018 held on 20.12.2017 in the smart hall at 2 PM

The following members were present:

S.No	Category	Name	Designation
1	Chair Person	Dr M Premkumar	Principal
2	Coordinator/Director of IQAC	Dr S Sukumar	Dean / Civil
3	Administrative Officer	Dr B Kishokkumar	Professor / Mathematics
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		Prof A P Sivasubramaniyam	Professor & Head / MECH
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		Mr S Muthukumar	Final year Mechanical Engineering
		Mr A Naveen	Third year Information Technology
		Mr Ashok Kumar	RF Engineer, Sify Technology, Chennai
6	Employer	Dr K K Ramasamy	Director Administration
7	Industrialist	Mr Chandran	Entrepreneur, Namakkal
8	Stakeholders	Dr M Ramakrishnan	MBBS, DCH, Rasipuram

**The minutes of the meeting are as follows:**

1. The IQAC Coordinator welcomed all the members for the Internal Quality Assurance Cell meeting
  2. Review of previous minutes of IQAC meeting and action taken report on the decision of previous meeting were readout with a formal discussion with all IQAC members
  4. Academic Audit was done during from 04.12.2017 to 09.12.2017 and Audit report was reviewed by members
  5. Committee members congratulated the following awardees for their achievements
    - Congratulated Paavai Engineering College for getting Platinum Category in AICTE CIISurvey
    - Congratulated A Kishore Chowdery ,Final year IT received the award “ Dr APJ Abdul Kalam Award for Best Engineering College Student” from IE(I),Salem Local Centre during Engineering’s Day Celebration
    - Paavai Engineering College has got overall I place in the Anna University Interzone level sports and games consecutively for 4 years
  - 7.Planned to Establish MSME Incubation Centre in our campus
  - 8.Planned to conduct Entrepreneur Oriented programmes for students through EDC cell
  9. All the departments instructed to follow the club activities and professional body activities in order to develop the student’s Individual personality
  10. The Committee suggested to concentrate on other social welfare activities and awareness programme for rural people
  11. Principal informed to HoDs about Application for continuation affiliation for the academic year 2017-2018 will be submitted to Anna University in January 2017
  12. Strategic plan & website update to be followed as per the schedule
  13. Placement Activities to be conducted as per the schedule
  14. Committee members instructed to apply proposal to various funding agencies for grants
  15. The outcome of these audits will be discussed in next IQAC meeting for necessary corrective actions and remedial steps
- IQAC Coordinator proposed the vote of thanks and meeting came to an end

  
IQAC Coordinator



  
Chairperson

**PRINCIPAL**  
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**IQAC- ACTION TAKEN REPORT**

**Academic year 2017-2018**

Action Taken Report on the decision of the IQAC Meetings held on 20.12.2017 during the academic year 2017-2018 .To implement the decisions of the IQAC meetings, the following action were taken:

Plan of Action	Action Taken
Faculty Book Publication	17 Faculty members have been published their books by various publications
Incubation Centre	MSME incubation Centre established on 07.02.2018
Professional Society activities	Department of ECE organized IE(I) sponsored one day seminar on 5G Technology on 14.03.2028
Entrepreneur Oriented programme	A fifteen day (one day Physical and 14 days e-Learning) was conducted from 01.03.2018 to 15.03.2018 on the topic "Empowerment of Entrepreneurship and skil". It was organized by Entrepreneur Development Cell in association with the National Institute for Entrepreneurship and Small Business Development(NIESBUD)
Funding Grants	Department of ECE received Rs 3,66,880 for A real time system Embedded Lab from MODROBE-AICTE Scheme
Social Welfare Activities and Awareness programme for rural people	1.NSS Volunteer Mr M Jegan ,Mechatronics Department Received the Indra Gandhi National Award for NSS Best NSS Volunteer for the year 2016-2017 of Rs 50,000 on 21.12.2017 at RashtrapatiBhavan,New Delhi from our President Shri RamnathKovind 2. Paavai NSS organized one week special camp at Kannurpatti , Namakkal 4. One Week NSS Camp arranged at near by village
Club Activities	Organized Eye camp, Blood Donation Camp through Rotract and YRC Clubs



IQAC Coordinator



Chairperson

**PRINCIPAL**  
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