



PAAVAI ENGINEERING COLLEGE
(AUTONOMOUS)
PACHAL, NAMAKKAL
Internal Quality Assurance Cell (IQAC)



Minutes of Meeting

Minutes of Meeting for the academic year 2018-2019 held on 16.06.2018 in the smart hall at 10.30 am


The following members were present:

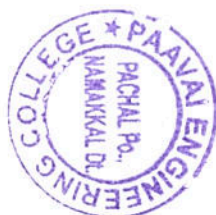
S.No	Category	Name	Designation
1	Management	Dr K K Ramasamy	Director Administration
2	Chair Person	Dr M Premkumar	Principal
3	Coordinator/Director of IQAC	Dr K Selvi	Dean Academics
4	Administrative Officers	Dr B Muralibabu	Professor & CoE
		Dr R Arangasamy	Professor & Head / ECE
		Dr A Suphalakshmi	Professor & 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 J Umanambi	Associate Professor & Head / CIVIL
		Dr G Raja	Professor / Chemistry
		Prof G Srinivasan	Associate Professor & Head / Chemical
5	Teachers		
6	Local Society ,Students and Alumni	Mr Srinivasan	Entrepreneur, Rasipuram
		Mr N Ajay	Final year Computer Science and Engineering
		Ms.PunithaValli	Final year Electrical and Electronics Engineering
		Mr Velmurugan Palanivel	Senior Software Engineer Robert Bosch Engineering and Business Solutions(Alumnus from IT Department
7	Employers Industrialist	Mr Senthilkumar	Managing Director, Orbit Controls & Services
	Stakeholders	Dr M Ramakrishnan	MBBS, DCH, Rasipuram


The minutes of the meeting are as follows:

The meeting commenced with the opening remarks of the principal about the importance of the Internal Quality Assurance Cell and its function

1. The IQAC Coordinator welcomed all the members for the Internal Quality Assurance cell meeting
2. All the IQAC members introduced themselves to others
3. The minutes of the last meeting were reviewed
4. Academic classes and its related activities to be followed as per the academic schedule
5. The committee has discussed the following activities conducted by each department
 - Centre for Foreign Languages was inaugurated on 30.04.2018. In Paavai, French, German, Japanese and spoken Hindi are taught to the students by the well qualified faculty members in the field to enrich the students' skills.
 - Faculty recruitment was conducted from 20.04.2018 to 10.05.2018
 - Planned to organize National Level Technical Symposium on 28.09.2018 & 29.09.2018
 - Strategic plan & website update to be followed as per the schedule
 - Placement Activities to be conducted as per the schedule
 - A weekly review meeting is planned to be conducted during every week from the academic year 2018-2019 onwards to review the academic activities, academic performance of the students, student's discipline, other development activities
 - An academic audit will be conducted regularly during the 1st Saturday and 3rd Saturday of every month to check and access the academic activities during the period
 - Congratulated EEE Department for successfully conducted CSIR Sponsored seminar titled "Recent Trends in AI Controllers in Engineering and Utilization" on 14.06.2018
6. The outcome of these audits will be discussed in next IQAC meeting for necessary corrective actions and remedial steps
7. IQAC Coordinator proposed the vote of thanks and meeting came to an end


IQAC Coordinator




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

PAAVAI ENGINEERING COLLEGE

(AUTONOMOUS)

PACHAL, NAMAKKAL

IQAC- ACTION TAKEN REPORT

Academic year 2018-2019

Action Taken Report on the decision of the IQAC Meetings held on 16.06.2018 during the academic year 2018-2019 .To implement the decisions of the IQAC meetings, the following action were taken:

Plan of Action	Action Taken
Statutory Committee Meeting	1.Bos meeting was conducted by all the departments 2.Academic council Meeting was conducted on 06.06.2018 3.Governing Council was conducted on 04.07.2018
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
Weekly review Report	Every week all department Heads send weekly report to our principal about various activities done by that week



IQAC Coordinator



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Minutes of Meeting for the academic year 2018-2019 held on 17.10.2018 in the smart hall at 10.30 am

The following members were present:

S.No	Category	Name	Designation
1	Management	Dr K K Ramasamy	Director Administration
2	Chair Person	Dr M Premkumar	Principal
3	Coordinator/Director of IQAC	Dr K Selvi	Dean Academics
4	Administrative Officers	Dr B Muralibabu	Professor & CoE
		Dr R Arangasamy	Professor & Head ECE
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		Dr G Balaji	Professor & Head / EEE
		Prof B Venkatesan	Assistant Professor / IT
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		Dr G Raja	Professor / Chemistry
		Prof G Srinivasan	Associate Professor & Head / Chemical
6	Local Society ,Students and Alumni	Mr Srinivasan	Entrepreneur, Rasipuram
		Mr N Ajay	Final year Computer Science and Engineering
		Ms PunithaValli	Final year Electrical and Electronics Engineering
		Mr Velmurugan Palanivel	Senior Software Engineer Robert Bosch Engineering and Business Solutions(Alumnus from IT Department)
7	Employers Industrialist	Mr Senthilkumar	Managing Director, Orbit Controls & Services
	Stakeholders	Dr M Ramakrishnan	MBBS, DCH, Rasipuram

The minutes of the meeting are as follows:

The meeting commenced with the opening remarks of the principal about the importance of the Internal Quality Assurance Cell and its function

1. The IQAC Coordinator welcomed all the members for the Internal Quality Assurance cell meeting
2. All the IQAC members introduced themselves to others
3. Discussed the following important program that were conducted in our campus
 - I. National Technical Symposium was conducted on 28.09.2018 and 29.09.2018. The students from various colleges were participated and won the prizes
 - II. 13th Graduation Day was conducted on 07.10.2108 for 2017 Passed out students
 - III. Conducted Entrepreneurship Development Programme in association with E-Cell IIT Bombay on 26.09.2018
 - IV. Celebrated 51st Engineer's' Day in association with ISTE on 15.09.2018
4. Congratulated the following awardees for their achievements
 - Paavai Engineering College received "Most Innovative College Award-South Zone" during Internship Day from Internshala-AICTE at AICTE Head Quarters on 25.08.2020
 - J.Umanambi ,HoD/Civil received "Best Women Engineer Award-2018"during Engineers' Day from Institute of Engineers salem local chapter on 15.09.2018
 - A.Naveen ,IV IT have received "APJ Abdul Kalam Award –Best Engineering College Student "during Engineers' Day from Institute of Engineers Salem Local Chapter on 15.09.2018
5. Discussed the subject allotment for the even semester 2018-2019
6. Instructed the faculty members to visit Industrial based on the real time application of even semester subjects in the month of November & December
7. Instructed the HoDs to apply various AICTE proposal
8. Planned to conduct alumni meet for MBA & MCA Department
9. Strategic plan & website update to be followed as per the schedule
10. Placement Activities to be conducted as per the schedule
11. The outcome of these audits will be discussed in next IQAC meeting for necessary corrective actions and remedial steps
12. IQAC Coordinator proposed the vote of thanks and meeting came to an end


IQAC Coordinator




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IQAC- ACTION TAKEN REPORT

Academic year 2018-2019

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Plan of Action	Action Taken
Even Semester Subjects	Instructed the HoDs to allocate the papers based on subject experience and ask them to prepare Moodle content for even semester
Alumni Meet	Arranged MBA Alumni meet on 17.11.2018
AICTE Proposal	Department of IT submitted AICTE –ISTE STTP proposal
Remedial Coaching	Conducting coaching classes for slow learners by all departments



IQAC Coordinator



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Minutes of Meeting for the academic year 2018-2019 held on 03.12.2018 in the smart hall at 12.00PM

The following members were present:

S.No	Category	Name	Designation
1	Management	Dr K K Ramasamy	Director Administration
2	Chair Person	Dr M Premkumar	Principal
3	Coordinator/Director of IQAC	Dr K Selvi	Dean Academics
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		Mr Velmurugan Palanivel	Senior Software Engineer Robert Bosch Engineering and Business Solutions(Alumnus from IT Department
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	Stakeholders	Dr M Ramakrishnan	MBBS, DCH, Rasipuram

The minutes of the meeting are as follows:

The meeting commenced with the opening remarks of the principal about the importance of the Internal Quality Assurance Cell and its function

1. The IQAC Coordinator welcomed all the members for the Internal Quality Assurance cell meeting
2. All the IQAC members introduced themselves to others
3. The minutes of the last meeting were reviewed
4. Indo-Taiwan Summit during 25 & 26 February 2019 planned and work followed continuously
5. Alumni Meet (2013 & 2014 Passed out MBA Students) was conducted on 17.11.2018
6. Planned to conduct Mega Alumni union for MCA Graduates
7. Planned to apply the Project ideas for Smart India Hackathon 2019
8. Discussed the Mini and Major project for the even semester
9. AICTE MODROBS proposal has been submitted by EEE,CSE and ECE Departments
10. AICTE STTP proposal have been submitted by Chemical Engineering and Mechatronics and AICTE ISTE proposal has been submitted by IT and Civil Department
11. CSIR Sanctioned seminar on "Challenges in charging of electrical vehicle for Green Environment" to be conducted by ECE department from 20.12.2018 to 22.12.2018
12. CSIR Sponsored 3 days workshop on "Chip based hardware assembling and troubleshooting " to be conducted by ECE department from 11.02.2019 to 13.02.2019
13. Motivated the Faculty member in charges of NAAC and NBA to complete their work as per the schedule
14. Discussed about NPTEL exam completed by the faculty members & Students
15. Strategic plan & website update to be followed as per the schedule
16. Placement Activities to be conducted as per the schedule
17. The outcome of these audits will be discussed in next IQAC meeting for necessary corrective actions and remedial steps
18. IQAC Coordinator proposed the vote of thanks and meeting came to an end


IQAC Coordinator




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Plan of Action	Action Taken
Alumni Meet	1.MBA Department Conducted Alumni meet on 17.11.2018 2.MCA Department Planned to Conduct Mega Alumni meet
Value Added Courses	1.Our students have completed IIT Spoken tutorial courses in the month of October 2.Our students & Faculty Members have completed NPTEL Exams and waiting for results
Accreditation related work	Instructed our faculty members to follow the Revised format of AQAR for the academic year 2018-2019
Smart India Hackathon -2019	Arranged Internal Hackathon for our students in the end of December Month .In order to do it well while submitting in SIH
Project Expo	We have arranged Indo-Taiwan Project expo during 25 & 26 February 2019 planned and work followed continuously and during that expo, we are going to sign MoU with various Taiwan Universities


IQAC Coordinator




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Minutes of Meeting

Minutes of Meeting for the academic year 2018-2019 held on 30.03.2019 in the smart hall at 02.00PM

The following members were present:

S.No	Category	Name	Designation
1	Management	Dr K K Ramasamy	Director Administration
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1. The IQAC Coordinator welcomed all the members for the Internal Quality Assurance cell meeting
2. All the IQAC members introduced themselves to others
3. The minutes of the last meeting were reviewed
4. The committee has discussed the following activities conducted by each department
 - Indo- Taiwan summit has been organized by all the departments on 25.02.2019 & 26.02.2019
 - CSIR Sponsored two day National Level workshop titled “Technological Advancement and Development for the safety of women” has been conducted on 01.03.2019 & 02.03.2019
 - Women’s’ Day celebrated on 08.03.2019
 - NSS Special Camp was arranged at Kannurpatti Village from 20.03.2019 to 26.03.2019
 - National Level Technical Symposium (PECMA-2k19) was organized by S&H Department on 28.03.2019 & 29.03.2019
5. Placement day to be conducted on 15.04.2019
6. Sports day to be conducted on 16.04.2019
- 7.14th Graduation day to be conducted on 27.04.2019 for 2018 passed out students
8. Strategic plan & website update to be followed as per the schedule
9. Placement Activities to be conducted as per the schedule
10. The outcome of these audits will be discussed in next IQAC meeting for necessary corrective actions and remedial steps
11. IQAC Coordinator proposed the vote of thanks and meeting came to an end


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IQAC- ACTION TAKEN REPORT

Academic year 2018-2019

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Plan of Action	Action Taken
Placement Activities	95 % students got placement from various core and IT companies
MoU	We had Sign MoU with 3 Taiwan Universities during Indo-Taiwan Project Expo
Sponsored Seminar/Workshop	We have been conducted 2 CSIR and 2 ICMR sponsored Seminar in this academic year
Website Updating	We have updated all Events which was conducted during the Academic year 2018-2019


IQAC Coordinator




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