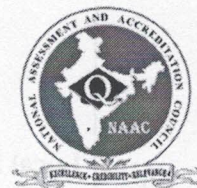


PAAVAI ENGINEERING COLLEGE

(AUTONOMOUS)

PACHAL, NAMAKKAL

Internal Quality Assurance Cell (IQAC)



Minutes of Meeting

The first meeting of the IQAC for the academic year 2022-2023 was held on 22.08.2022 at 02.30 PM in IQAC.

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 of IQAC	Dr K Sundara Murthy	Professor /Mechanical
4	Administrative Officers	Dr B Muralibabu	Professor & CoE
		Prof M.Mohan	Professor & Head /S&H
5	Teachers	Dr G Balaji	Professor & Head / EEE
		Prof B Venkatesan	Associate Professor & Head/ IT
		Dr M Sudha	Professor & Head/ ECE
		Dr A P Sivasubramaniyam	Professor & Head / Mechanical
		Dr D R P Rajarathnam	Associate Professor & Head/ MCT
		Dr D Banumathi	Professor & Head / CSE
		Prof S Senthilvelan	Professor & Head/ MCA
		Prof K Sharmila Devi	Associate Professor & Head/ Civil
		Dr T Arunkumar	Associate Professor & Head /Bio Medical
		Dr A.Vivekanandhini	Assistant Professor & Head /Agri
		Dr R Arravind	Professor & Head /Aero
		Dr Praveen Cumar	Professor & Head/Pharmaceutical Technology
		Dr S.Sumathi	Professor & Head / MBA
Dr G Raja	Professor / Chemistry		

6	Local Society, Students and Alumni	Mr.Arun Prakasam	CEO, Extromind Technologies, Tiruchengode
		Ms.N.S Chandalini	Second Year ECE
		Mr.R Kishore	Second Year Mech
		Mr Velmurugan Palanivel	Senior Software Engineer Robert Bosch Engineering and Business Solutions (Alumnus from IT Department
7	Employer and Industrialist	Mr.R.Dhamodaran	HR/Admin Manager Ital Plastic Compounds Pvt.Ltd , Chennai
		Mr Senthilkumar	Managing Director , Orbit Controls & Service Chennai
	Parent Member	Mrs.N.Anitha B.Sc., B.Ed.,	Teacher, Modern Academy, Namakkal.

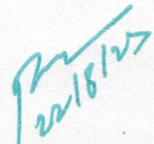
- The IQAC Coordinator welcomed all the members for the Internal Quality Assurance Cell meeting.
- The minutes of the last meeting were reviewed.
- Action taken report on the Minutes of previous IQAC meeting was presented by the IQAC Coordinator and approved by the members.

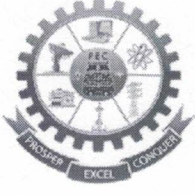
The committee had discussed the following activities.

1. The activities for 2022-23 are proposed and discussed.
2. Schedule of meetings of statutory and non-statutory committees are proposed.
3. Academic audit of the ACY 2022-2023 Odd semester is planned to be conduct during the month of January 2023.
4. Academic audit of the ACY 2022-2023 Even semester and Administrative Audit of the ACY 2022-2023 is planned to be conduct during the month of June 2023.
5. Works were delegated to different heads to collect data, consolidate data for AQAR 2020-21.

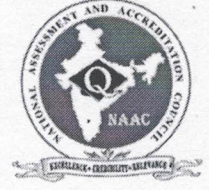
6. Meetings were planned to conduct for monitoring and verifying the status of file preparation of AQAR 2020-21 on Criteria wise.
7. National Level Technical Symposium (Techfinix'22) is planned to conduct in the month of October, 2022.
8. Planned to organize conferences on different disciplines separately.
9. All the departments are asked to conduct FDPs, workshops, webinars etc to our faculty members, students and also for other college faculty members and students.
10. The heads are requested to encourage the faculty members and students to attend various online/offline courses such as FDPs, workshops, webinars, internships and certification courses in reputed Colleges.
11. Placement activities are proposed and approved.
12. The heads of the departments are advised to prepare and submit the research proposals and other proposals to various funding agencies.
13. The heads of departments are advised to encourage and support their students to apply for various project proposal schemes, competitions and awards.
14. Action plan to achieve Strategic plan is discussed.
15. All the departments are informed to update our college website regularly.
16. The outcomes of these activities will be discussed in next IQAC meeting for necessary corrective actions and remedial steps. IQAC Coordinator proposed the vote of thanks and then meeting came to an end.


IQAC Coordinator


Chairperson




**PAAVAI ENGINEERING COLLEGE
(AUTONOMOUS)
PACHAL, NAMAKKAL
IQAC- ACTION TAKEN REPORT**



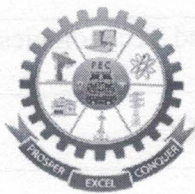
Academic year 2022-2023

Action Taken Report on the decision of the IQAC Meetings held on 22.08.2022 during the academic year 2022-2023 .To implement the decisions of the IQAC meetings, the following action were taken:

Plan of Action	Action Taken
Statutory Committee	<ul style="list-style-type: none">• Academic Council meeting was proposed on 03.11.2022• Governing Council meeting was proposed on 14.11.2022
Academic Audit	Audit committee need to be convened on November 15, 2022 to prepare audit schedule.
Conferences	Discipline wise Convenors are assigned.
NAAC AQAR	NAAC AQAR 20-21 – Criteria heads are informed to prepare as per NAAC guidelines.
Symposium 2022	Convenors are assigned and informed to take necessary steps to organise it successfully.
Conduction of online FDPs, webinars, workshops.	Department heads are advised to organise various FDP's, webinars, workshops through online-mode.
Placement training	Training schedule is prepared. Training will be conducted with External and internal experts.


IQAC Coordinator


Chairperson



PAAVAI ENGINEERING COLLEGE

(AUTONOMOUS)

PACHAL, NAMAKKAL

Internal Quality Assurance Cell (IQAC)



Minutes of Meeting

The second meeting of the IQAC for the academic year 2022-2023 was held on 05.01.2023 at 11.00 AM in IQAC.

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 of IQAC	Dr K Sundara Murthy	Professor /Mechanical
4	Administrative Officers	Dr B Muralibabu	Professor & CoE
		Prof M.Mohan	Professor & Head /S&H
5	Teachers	Dr G Balaji	Professor & Head / EEE
		Prof B Venkatesan	Associate Professor & Head/ IT
		Dr M Sudha	Professor & Head/ ECE
		Dr A P Sivasubramaniyam	Professor & Head / Mechanical
		Dr D R P Rajarathnam	Associate Professor & Head/ MCT
		Dr D Banumathi	Professor & Head / CSE
		Prof S Senthilvelan	Professor & Head/ MCA
		Prof K Sharmila Devi	Associate Professor & Head/ Civil
		Dr T Arunkumar	Associate Professor & Head /Bio Medical
		Dr A.Vivekanandhini	Assistant Professor & Head /Agri
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		Dr S.Sumathi	Professor & Head / MBA
Dr G Raja	Professor / Chemistry		

6	Local Society, Students and Alumni	Mr.Arun Prakasam	CEO, Extromind Technologies, Tiruchengode
		N.S Chandalini	Second Year ECE
		R Kishore	Second Year Mech
		Mr Velmurugan Palanivel	Senior Software Engineer Robert Bosch Engineering and Business Solutions (Alumnus from IT Department)
7	Employer and Industrialist	Mr.R.Dhamodaran	HR/Admin Manager Ital Plastic Compounds Pvt.Ltd , Chennai
		Mr Senthilkumar	Managing Director , Orbit Controls & Service Chennai
	Parent Member	Mrs.N.Anitha B.Sc., B.Ed.,	Teacher, Modern Academy, Namakkal.


- The IQAC Coordinator welcomed all the members for the Internal Quality Assurance Cell meeting.
- The minutes of the last meeting were reviewed.
- Action taken report on the minutes of previous IQAC Meeting was presented by the IQAC Coordinator and approved by the members.

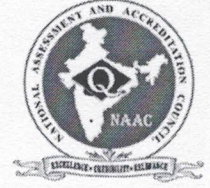
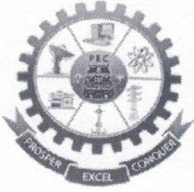
The committee had discussed the following activities.

1. The new regulation 2023 and curriculum is discussed. All the heads are advised to prepare the new curriculum to meet local, national and global needs.
2. The tentative schedule of Governing Council meeting, Academic council and Board of Study meetings are discussed.
3. The activities for 2022-23 conducted are reviewed and to be conducted are discussed.
4. Events to be conducted in 2023-24 are requested from all the departments.
5. Statutory and non-statutory committees meetings held and to be held are discussed.

6. The action taken for Academic and Administrative Audit of the AY 2022-2023 ODD semester is discussed.
7. The Academic and Administrative Audit of the AY 2022-2023 Even semester is planned to be conduct during the month of June 2023.
8. Preparation of AQAR 2020-21 on Criteria wise is verified and suggested to complete it by June 2023.
9. Planned to organize conferences on different disciplines separately.
10. All the departments are asked to organise FDPs, workshops, webinars to our faculty members, students and also for other college students and faculty members.
11. The heads are requested to encourage the Faculty members to attend various online/offline programs such as FDPs, workshops, Webinars, NPTEL and other certification courses.
12. Placement activities for 2022-23 are reviewed.
13. Research related activities like publications, proposal submission etc are reviewed.
14. The Heads of departments are advised to encourage and support their students to apply for various project proposal schemes, internships, competitions NPTEL and other certification courses and awards.
15. The outcomes of these activities will be discussed in next IQAC meeting for necessary corrective actions and remedial steps. IQAC Coordinator proposed the vote of thanks and then meeting came to an end.


IQAC Coordinator


Chairperson



**PAAVAI ENGINEERING COLLEGE
(AUTONOMOUS)**

PACHAL, NAMAKKAL

IQAC- ACTION TAKEN REPORT

Academic year 2022-2023

Action Taken Report on the decision of the IQAC Meetings held on 05.01.2023 during the academic year 2022-2023 .To implement the decisions of the IQAC meeting, the following action were taken:

Plan of Action	Action Taken
Statutory Committee	<ul style="list-style-type: none">• Board of Study meetings are proposed during the months of June and July 2023.• Academic Council meeting was proposed in the month of August 2023• Governing Council meeting was proposed in the month of August 2023.
Regulation and Curriculum 2023	The heads are advised to prepare the curriculum 2023 with reference to Anna university and other reputed universities and institutions.
Academic and Administrative Audit	Audit committee need to be conducted during June 2023 to prepare the audit schedule
NAAC AQAR	NAAC AQAR 20-21 – Criteria heads are informed to prepare as per NAAC guidelines.
Conduction and participation of online FDPs, webinars, workshops	The heads are informed to organise and encourage faculty members and students to participate in various FDPs, webinars, workshops etc through online/offline.
Placement and training	Placement officer is advised to organise placement drive and to bring reputed industries. And also to train the students based on industry requirements.


IQAC Coordinator


Chairperson