












**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 22.02.2024

The academic audit committee meeting was conducted on 22.02.2024 to discuss academic audit for ODD semester for the academic year 2023-24.

**Members Present**

| S.No. | Name of the member     | Designation      | Signature   |
|-------|------------------------|------------------|---|
| 1     | Dr.M.Premkumar         | Principal        |    |
| 2     | Dr.K.Sundaramurthy     | IQAC Coordinator |    |
| 3     | Dr.G.Balaji            | HOD/EEE          |    |
| 4     | Dr.D.R.P.Rajaratnam    | HOD/MCT          |    |
| 5     | Dr.B.Venkatesan        | HOD/IT           |    |
| 6     | Dr.A.P.Sivasubramaniam | HOD/MECH         |    |
| 7     | Dr.T. Arun kumar       | HOD/BME          |    |
| 8     | Dr.S.Kailash           | HOD/FT           |    |
| 9     | Dr.R.Arravind          | HOD/AERO         |   |
| 10    | Dr.D.Banumathy         | HOD/CSE          |  |
| 11    | Dr.P.Muthusamy         | HOD/MCA          |  |

**Points discussed:**

- The academic audit will be conducted from 26.02.2024 to 29.02.2024.
- All HoDs need to be informed to keep ready all documents for audit and complete the audit from 26.02.2024 to 29.02.2024.
- The audit team is approved by the committee.
- Dr.K.G Saravanan, Professor/Mechanical, Sona College of Technology will be acting as an external member of the audit team.
- Action taken report shall be submitted by heads of the department after the audit.

  
IQAC Co-ordinator

  
Principal


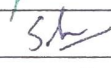






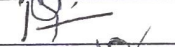

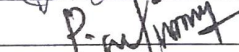
**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 13.09.2023

The academic audit committee meeting was conducted on 13.09.2023 to discuss academic for EVEN semester and administrative audit for the academic year 2022-2023.

**Members Present**

| S.No. | Name of the member     | Designation       | Signature   |
|-------|------------------------|-------------------|---|
| 1     | Dr.M.Premkumar         | Principal         |    |
| 2     | Dr.K.Sundaramurthy     | IQAC Co-ordinator |    |
| 3     | Dr.G.Balaji            | HOD/EEE           |    |
| 4     | Dr.D.R.P.Rajarathnam   | HOD/MCT           |    |
| 5     | Dr.B.Venkatesan        | HOD/IT            |   |
| 6     | Dr.A.P.Sivasubramaniam | HOD/MECH          |  |
| 7     | Dr.T. Arun kumar       | HOD/BME           |  |
| 8     | Dr.M. Sudha            | HOD/ECE           |  |
| 9     | Dr.R.Arravind          | HOD/AERO          |  |
| 10    | Dr.D.Banumathy         | HOD/CSE           |  |
| 11    | Dr.P.Muthusamy         | HOD/MCA           |  |

**Points discussed:**

- The academic and administrative audit will be conducted from 21.09.2023 to 22.09.2023.
- An external member Dr.C.Dhavamani, Professor & Head/Aero, Mahendra Engineering College will be heading the audit team.
- The auditor need to submit the report in the prescribed format.
- All HoDs need to be informed to produce all documents to auditor for verification.
- The audit team for ACY 2022-23 even semester is approved.
- Action taken report shall be submitted by heads of the department within a week after the audit.

  
IQAC Co-ordinator

  
Principal


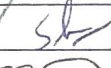
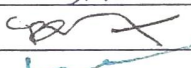


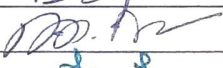

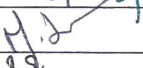



**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 30.12.2022

The academic audit committee meeting was conducted on 30.12.2022 to discuss academic audit for ODD semester for the academic year 2022-23.

**Members Present**

| S.No. | Name of the member     | Designation       | Signature   |
|-------|------------------------|-------------------|---|
| 1     | Dr.M.Premkumar         | Principal         |    |
| 2     | Dr.K.Sundaramurthy     | IQAC Co-ordinator |    |
| 3     | Dr.G.Balaji            | HOD/EEE           |    |
| 4     | Dr.D.R.P.Rajarathnam   | HOD/MCT           |    |
| 5     | Dr.B.Venkatesan        | HOD/IT            |    |
| 6     | Dr.A.P.Sivasubramaniam | HOD/MECH          |    |
| 7     | Dr.T. Arun kumar       | HOD/BME           |   |
| 8     | Dr.M. Sudha            | HOD/ECE           |  |
| 9     | Dr.R.Arravind          | HOD/AERO          |  |
| 10    | Dr.D.Banumathy         | HOD/CSE           |  |
| 11    | Dr.P.Muthusamy         | HOD/MCA           |  |

**Points discussed:**

- The academic audit will be conducted from 05.01.2023 to 07.01.2023.
- An external member Dr.C.Dhavamani, Professor & Head/Aero, Mahendra Engineering College will be heading the audit team.
- All HoDs need to be informed to keep ready all documents for audit and complete the audit within the stipulated time.
- The audit team is constituted and approved by the committee.
- The audit should be conducted as per schedule.
- Action taken report shall be submitted by heads of the department after the audit.

  
IQAC Co-ordinator

  
Principal










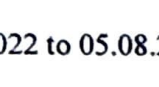


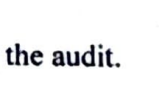
**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 01.08.2022

The academic audit committee meeting was conducted on 01.08.2022 to discuss academic audit for EVEN semester for the academic year 2021-2022.

**Members Present**

| S.No. | Name of the member     | Designation       | Signature   |
|-------|------------------------|-------------------|---|
| 1     | Dr.M.Premkumar         | Principal         |    |
| 2     | Dr.K.Sundaramurthy     | IQAC Co-ordinator |    |
| 3     | Dr.G.Balaji            | HOD/EEE           |   |
| 4     | Dr.D.R.P.Rajaratnam    | HOD/MCT           |  |
| 5     | Prof.B.Venkatesan      | HOD/IT            |  |
| 6     | Dr.A.P.Sivasubramaniam | HOD/Mech          |  |
| 7     | Dr.T. Arun kumar       | HOD/BME           |  |
| 8     | Dr.M. Sudha            | HOD/ECE           |  |
| 9     | Dr.R.Arravind          | HOD/AERO          |  |
| 10    | Dr.D.Banumathy         | HOD/CSE           |  |
| 11    | Prof.S.Senthilvelan    | HOD/MCA           |  |

**Points discussed:**

- The academic and administrative audit will be conducted from 04.08.2022 to 05.08.2022.
- An external member will be heading the audit team
- All HoDs need to be informed to keep ready all documents for audit.
- The audit team is constituted and approved.
- The audit should be conducted as per schedule.
- Action taken report shall be submitted by heads of the department after the audit.

  
IQAC Co-ordinator

  
Principal









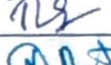


**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 07.03.2022

The academic audit committee meeting was conducted on 07.03.2022 to discuss academic audit for ODD semester for the academic year 2021-22.

**Members Present**

| S.No. | Name of the member     | Designation       | Signature   |
|-------|------------------------|-------------------|---|
| 1     | Dr.M.Premkumar         | Principal         |    |
| 2     | Dr.K.Sundaramurthy     | IQAC Co-ordinator |    |
| 3     | Dr.G.Balaji            | HOD/EEE           |    |
| 4     | Dr.D.R.P.Rajaratnam    | HOD/MCT           |    |
| 5     | Prof.B.Venkatesan      | HOD/IT            |    |
| 6     | Dr.A.P.Sivasubramaniam | HOD/Mech          |   |
| 7     | Dr.T. Arun kumar       | HOD/BME           |  |
| 8     | Dr.M. Sudha            | HOD/ECE           |  |
| 9     | Dr.R.Arravind          | HOD/AERO          |  |
| 10    | Dr.D.Banumathy         | HOD/CSE           |  |
| 11    | Prof.S.Senthilvelan    | HOD/MCA           |  |

**Points discussed:**

- The academic audit will be conducted from 11.03.2022 to 12.03.2022.
- An external member will be heading the audit team
- All HoDs need to be informed to keep ready all documents for audit.
- The audit team is constituted and approved.
- The audit should be conducted as per schedule.
- Action taken report shall be submitted by heads of the department after the audit.

  
IQAC Co-ordinator

  
Principal














**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 23.09.2021

The academic audit committee meeting was conducted on 23.09.2021 to discuss academic audit for EVEN semester for the academic year 2020-2021.


**Members Present**

| S.No. | Name of the member       | Designation       | Signature   |
|-------|--------------------------|-------------------|---|
| 1     | Dr.M.Premkumar           | Principal         |    |
| 2     | Dr.K.Sundaramurthy       | IQAC Co-ordinator |    |
| 3     | Dr.G.Balaji              | HOD/EEE           |    |
| 4     | Dr.D.R.P.Rajaratnam      | HOD/MCT           |   |
| 5     | Prof.B.Venkatesan        | HOD/IT            |  |
| 6     | Prof.A.P.Sivasubramaniam | HOD/Mech          |  |
| 7     | Dr.T. Arun kumar         | HOD/BME           |  |
| 8     | Dr.M. Sudha              | HOD/ECE           |  |
| 9     | Dr.R.Arravind            | HOD/AERO          |  |
| 10    | Dr.D.Banumathy,          | HOD/CSE           |  |
| 11    | Prof.S.Senthilvelan      | HOD/MCA           |  |

**Points discussed:**

- The academic audit will be conducted from 27.09.2021 to 30.09.2021.
- An external member will be heading the audit team
- All HoDs need to be informed to keep ready all documents for audit.
- The audit team is constituted and approved.
- The audit should be conducted as per schedule.
- Action taken report shall be submitted by heads of the department after the audit.

  
IQAC Co-ordinator

  
Principal  
**PRINCIPAL**  
**PAAVAI ENGINEERING COLLEGE**  
NH-7, PACHAL Post, NAMAKKAL Dist.




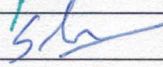
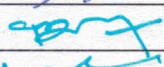
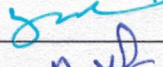

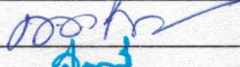
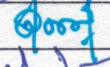
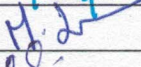

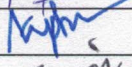
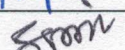
**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 12.03.2021


The academic audit committee meeting was conducted on 12.03.2021 to discuss academic audit for ODD semester for the academic year 2020-21.


**Members Present**

| S.No. | Name of the member       | Designation       | Signature   |
|-------|--------------------------|-------------------|---|
| 1     | Dr.M.Premkumar           | Principal         |    |
| 2     | Dr.K.Sundaramurthy       | IQAC Co-ordinator |    |
| 3     | Dr.G.Balaji              | HOD/EEE           |    |
| 4     | Dr.D.R.P.Rajarathnam     | HOD/MCT           |    |
| 5     | Prof.B.Venkatesan        | HOD/IT            |   |
| 6     | Prof.A.P.Sivasubramaniam | HOD/Mech          |   |
| 7     | Dr.T. Arun kumar         | HOD/BME           |  |
| 8     | Dr.M. Sudha              | HOD/ECE           |  |
| 9     | Dr.R.Arravind            | HOD/AERO          |  |
| 10    | Dr.A.Suphalakshmi        | HOD/CSE           |  |
| 11    | Prof.S.Senthilvelan      | HOD/MCA           |  |

**Points discussed:**

- The academic audit will be conducted from 16.03.2021 to 20.03.2021.
- An external member will be heading the audit team
- All HoDs need to be informed to keep ready all documents for audit.
- The audit team is constituted and approved.
- The audit should be conducted as per schedule.
- Action taken report shall be submitted by heads of the department after the audit.

  
IQAC Co-ordinator

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




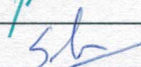
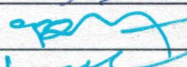
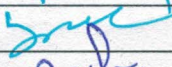
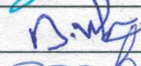
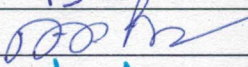
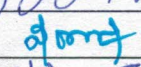

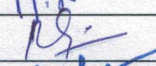
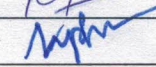
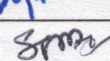
**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)

**Minutes of academic and administrative audit committee meeting**

Date: 18.06.2020

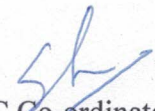
The academic audit committee meeting was conducted on 18.06.2020 to discuss academic audit for EVEN semester for the academic year 2019-20


**Members Present**

| S.No. | Name of the member       | Designation       | Signature   |
|-------|--------------------------|-------------------|---|
| 1     | Dr.M.Premkumar           | Principal         |    |
| 2     | Dr.K.Sundaramurthy       | IQAC Co-ordinator |    |
| 3     | Dr.G.Balaji              | HOD/EEE           |    |
| 4     | Dr.D.R.P.Rajarathnam     | HOD/MCT           |    |
| 5     | Prof.B.Venkatesan        | HOD/IT            |    |
| 6     | Prof.A.P.Sivasubramaniam | HOD/Mech          |   |
| 7     | Dr.T. Arun kumar         | HOD/BME           |  |
| 8     | Dr.M. Sudha              | HOD/ECE           |  |
| 9     | Dr.R.Arravind            | HOD/AERO          |  |
| 10    | Dr.A.Suphalakshmi        | HOD/CSE           |  |
| 11    | Prof.S.Senthilvelan      | HOD/MCA           |  |

**Points discussed:**

- The academic audit will be conducted from 22.06.2020 to 25.06.2020.
- An external member will be heading the audit team.
- All HoDs need to be informed to keep ready all documents for audit.
- The audit team is constituted and approved.
- The audit should be conducted as per schedule.
- Action taken report shall be submitted by heads of the department after the audit.

  
IQAC Co-ordinator

  
Principal  
**PRINCIPAL**  
**PAAVAI ENGINEERING COLLEGE**  
H.7. PACHAL Post, NAMAKKAL Dist



# **PAAVAI ENGINEERING COLLEGE**

**(AUTONOMOUS)**

## **Minutes of Academic and administrative audit committee meeting**

Date: 02.12.2019

The academic audit committee meeting was conducted on 02.12.2019 to discuss the audit process for ODD semester of the academic year 2019-2020.

### **Members present:**

| <b>S.No.</b> | <b>Name of the member</b> | <b>Designation</b> |
|--------------|---------------------------|--------------------|
| 1            | Dr.M.Premkumar            | Principal          |
| 2            | Dr.K.Sundara murthy       | IQAC Co-ordinator  |
| 3            | Dr.A.Suphalakshmi         | HOD/CSE            |
| 4            | Dr.G.Balaji               | HOD/EEE            |
| 5            | Mr.M.Mohan                | HOD/S&H            |
| 6            | Dr.A.Arravind             | HOD/AERO           |
| 7            | Mr.A.P.Sivasubramaniam    | HoD/ Mechanical    |
| 8            | Ms.M.Sudha                | HOD/ECE            |
| 9            | Dr.G.Srinivasan           | HOD/Chemical       |
| 10           | Dr.D.R.P.Rajarathnam      | HOD/MCT            |
| 11           | Mrs.J.Umanambi            | HOD/Civil          |
| 12           | Mr.B.Venkatesan           | HOD/IT             |
| 13           | Dr.T.Arunkumar            | HOD/Bio medical    |
| 14           | Mr.S.Senthilvelan         | HOD/MCA            |

### **Points discussed:**

- The academic audit will be conducted from 10.12.2019 to 12.12.2019.
- The audit team is constituted and approved.
- An external member will be included in audit team.
- All HoDs are informed to update all documents and kept ready for audit.
- The Audit should be conducted as per schedule.
- The audit team should submit the report on next day of audit.
- The HoDs need to submit action taken report after auditing for the each remark given by audit team.

  
IQAC Co-ordinator

  
Principal  
PAAVAI ENGINEERING COLLEGE,  
NH-7, PACHAL Post, Namakkal Dt.

# PAAVAI ENGINEERING COLLEGE

(AUTONOMOUS)

## Minutes of Academic and administrative audit committee meeting

Date: 27.05.2019

The academic audit committee meeting was conducted on 27.05.2019 to discuss the academic audit for even semester of academic year 2018-2019.

### Members present:

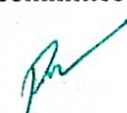
| S.No. | Name of the member     | Designation       |
|-------|------------------------|-------------------|
| 1     | Dr.M.Premkumar         | Principal         |
| 2     | Dr.K.Selvi             | IQAC Co-ordinator |
| 3     | Mr.M.Mohan             | HOD/S&H           |
| 4     | Dr.A.Suphalakshmi      | HOD/CSE           |
| 5     | Dr.G.Balaji            | HOD/EEE           |
| 6     | Mr.B.Venkatesan        | HOD/IT            |
| 7     | Mr.A.P.Sivasubramaniam | HoD/ Mechanical   |
| 8     | Dr.A.Arravind          | HOD/AERO          |
| 9     | Dr.A.Arangasamy        | HOD/ECE           |
| 10    | Dr.G.Srinivasan        | HOD/Chemical      |
| 11    | Dr.D.R.P.Rajarathnam   | HOD/MCT           |
| 12    | Mrs.J.Umanambi         | HOD/Civil         |

### Points discussed:

- The auditors list is approved.
- Academic and administrative audits need to be conducted.
- Academic audit will be conducted from 27.05.2019 to 29.05.2019.
- Administrative audit will be conducted from 30.05.2019 to 01.06.2019.
- All departments should provide documents for auditing.
- Audit committee shall submit the report to the principal within a week after auditing.
- The department heads should submit action taken report for audit committee report.

  
IQAC Co-ordinator



  
Principal  
PRINCIPAL,  
PAVAI ENGINEERING COLLEGE,  
11-7, SAGUNTA Road, Madhavaram Di



# PAAVAI ENGINEERING COLLEGE

(AUTONOMOUS)

## Minutes of Academic and administrative audit committee meeting

Date: 27.11.2018

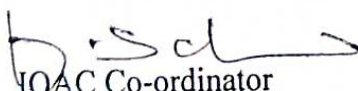
The academic audit committee meeting was conducted on 27.11.2018 to discuss the academic audit which will be held from 03.12.2018 to 08.12.2018.

### Members present:

| S.No. | Name of the member     | Designation       |
|-------|------------------------|-------------------|
| 1     | Dr.M.Premkumar         | Principal         |
| 2     | Dr.K.Selvi             | IQAC Co-ordinator |
| 3     | Mr.M.Mohan             | HOD/S&H           |
| 4     | Dr.A.Suphalakshmi      | HOD/CSE           |
| 5     | Dr.G.Balaji            | HOD/EEE           |
| 6     | Mr.B.Venkatesan        | HOD/IT            |
| 7     | Mr.A.P.Sivasubramaniam | HoD/ Mechanical   |
| 8     | Dr.A.Arravind          | HOD/AERO          |
| 9     | Dr.A.Arangasamy        | HOD/ECE           |
| 10    | Dr.G.Srinivasan        | HOD/Chemical      |
| 11    | Dr.D.R.P.Rajarathnam   | HOD/MCT           |
| 12    | Mrs.J.Umanambi         | HOD/Civil         |

### Points discussed:

- The audit team is framed and approved.
- The auditing will be headed by an external faculty member.
- The academic audit will be conducted from 03.12.2018 to 08.12.2018.
- The committee needs to be more focused on teaching learning process.
- The heads are informed to rectify the remarks and submit action taken report.

  
IQAC Co-ordinator



  
Principal

**PRINCIPAL,**  
**PAAVAI ENGINEERING COLLEGE,**  
NH-7, PACHAL Post, Namakkal Dt

**PAAVAI ENGINEERING COLLEGE  
(AUTONOMOUS)**

**Minutes of Academic and administrative audit committee meeting**

Date: 14.06.2018

The academic audit committee meeting was conducted on 14.06.2018 to discuss the academic and administrative audit of academic year 2017-2018 – Even semester.

**Members present:**

| S.No. | Name of the member     | Designation       |
|-------|------------------------|-------------------|
| 1     | Dr.M.Premkumar         | Principal         |
| 2     | Dr.S.Sukumar           | IQAC Co-ordinator |
| 3     | Mr.B.Venkatesan        | HOD/IT            |
| 4     | Dr.G.Balaji            | HOD/EEE           |
| 5     | Mr.M.Mohan             | HOD/S&H           |
| 6     | Dr.A.Arravind          | HOD/AERO          |
| 7     | Dr.D.R.P.Rajarathnam   | HOD/MCT           |
| 8     | Dr.G.Srinivasan        | HOD/Chemical      |
| 9     | Dr.A.Arangasamy        | HOD/ECE           |
| 10    | Mr.A.P.Sivasubramaniam | HoD/ Mechanical   |
| 11    | Mrs.J.Umanambi         | HOD/Civil         |
| 12    | Dr.A.Suphalakshmi      | HOD/CSE           |

**Points discussed:**

- The academic audit will be held from 21.06.2018 to 23.06.2018 and administrative audit will be held from 24.06.2018 to 26.06.2018.
- The auditors list is submitted and approved.
- The auditors need to verify all the related documents and submit the report in the format given.
- The heads of the departments should take required action for comments given by auditors.

  
IQAC Co-ordinator



  
Principal  
**PRINCIPAL,**  
**PAAVAI ENGINEERING COLLEGE,**  
**NH-7, PACHAL Post, Namakkal**



**PAAVAI ENGINEERING COLLEGE  
(AUTONOMOUS)**

**Minutes of Academic and administrative audit committee meeting**

Date: 27.11.2017


The academic audit committee meeting was conducted on 27.11.2017 to discuss the 2017-2018 ODD semester academic auditing.

**Members present:**

| S.No. | Name of the member     | Designation       |
|-------|------------------------|-------------------|
| 1     | Dr.M.Premkumar         | Principal         |
| 2     | Dr.S.Sukumar           | IQAC Co-ordinator |
| 3     | Mr.B.Venkatesan        | HOD/IT            |
| 4     | Dr.G.Balaji            | HOD/EEE           |
| 5     | Mr.M.Mohan             | HOD/S&H           |
| 6     | Dr.A.Arravind          | HOD/AERO          |
| 7     | Dr.D.R.P.Rajaratnam    | HOD/MCT           |
| 8     | Dr.G.Srinivasan        | HOD/Chemical      |
| 9     | Dr.A.Arangasamy        | HOD/ECE           |
| 10    | Mr.A.P.Sivasubramaniam | HoD/ Mechanical   |
| 11    | Mrs.J.Umanambi         | HOD/Civil         |
| 12    | Dr.A.Suphalakshmi      | HOD/CSE           |

**Points discussed:**

- The auditor panel is constituted and approved.
- The academic audit is scheduled from 04.12.2017 to 09.12.2017.
- The academic audit report format is approved.

  
IQAC Co-ordinator



  
Principal  
**PRINCIPAL,**  
**PAAVAI ENGINEERING COLLEGE,**  
**NH-7, PACHAL Post, Namakkal Dt.**

**PAAVAI ENGINEERING COLLEGE, NAMAKKAL**

**(AUTONOMOUS)**

**Minutes of Academic and administrative audit committee meeting**

Date: 15.05.2017


The academic audit committee meeting was conducted on 15.05.2017 to discuss about academic and administrative audit for even semester of academic year 2016 – 2017.

**Members present:**

| S.No. | Name of the member     | Designation       |
|-------|------------------------|-------------------|
| 1     | Dr.M.Premkumar         | Principal         |
| 2     | Dr.S.Sukumar           | IQAC Co-ordinator |
| 3     | Dr.A.Arangasamy        | HOD/ECE           |
| 4     | Dr.A.Suphalakshmi      | HOD/CSE           |
| 5     | Ms.S.Lavanya           | HOD/IT            |
| 6     | Dr.G.Balaji            | HOD/EEE           |
| 7     | Mr.M.Mohan             | HOD/S&H           |
| 8     | Dr.A.Arravind          | HOD/AERO          |
| 9     | Dr.D.R.P.Rajarathnam   | HOD/MCT           |
| 10    | Mr.P.Muthusamy         | HOD/MCA           |
| 11    | Mr.A.P.Sivasubramaniam | HoD/ Mechanical   |
| 12    | Mr.P.Kalimuthu         | HOD/Civil         |

**Points discussed:**

- The academic auditing is scheduled from 25.05.2017 to 27.05.2017.
- The administrative auditing is scheduled from 29.05.2017 to 31.05.2017.
- An external audit will be heading the audit process.
- The audit team should submit the report within two days of audit.
- All the documents should be presented to the auditor during auditing.

  
IQAC Co-ordinator



  
Principal  
**PRINCIPAL,  
PAAVAI ENGINEERING COLLEGE,  
NH-7, PACHAL Post, Namakkal Dt.**



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

**Minutes of Academic and administrative audit committee meeting**

Date: 28.11.2016


The academic audit committee meeting was conducted on 28.11.2016 to discuss academic audit process of academic year 2016-2017 -- odd semester.

**Members present:**

| S.No. | Name of the member     | Designation       |
|-------|------------------------|-------------------|
| 1     | Dr.M.Premkumar         | Principal         |
| 2     | Dr.S.Sukumar           | IQAC Co-ordinator |
| 3     | Dr.A.Arangasamy        | HOD/ECE           |
| 4     | Dr.A.Suphalakshmi      | HOD/CSE           |
| 5     | Ms.S.Lavanya           | HOD/IT            |
| 6     | Dr.G.Balaji            | HOD/EEE           |
| 7     | Mr.M.Mohan             | HOD/S&H           |
| 8     | Dr.A.Arravind          | HOD/AERO          |
| 9     | Dr.D.R.P.Rajaratnam    | HOD/MCT           |
| 10    | Mr.P.Muthusamy         | HOD/MCA           |
| 11    | Mr.A.P.Sivasubramaniam | HoD/ Mechanical   |
| 12    | Mr.P.Kalimuthu         | HOD/Civil         |

**Points discussed:**

- The academic audit will held from 05.12.2016 to 10.12.2016.
- The heads of the department are informed to prepare all the relevant documents for auditing.
- The auditors list is approved.
- The auditors are required to submit the report within three days of auditing.

  
IQAC Co-ordinator



  
Principal  
**PRINCIPAL,**  
PAAVAI ENGINEERING COLLEGE,  
NH-7, PACHAL Post, Namakkal Dt

**PAAVAI ENGINEERING COLLEGE, NAMAKKAL**

**(AUTONOMOUS)**

**Minutes of Academic and administrative audit committee meeting**

Date: 13.05.2016

The academic audit committee meeting was conducted on 13.05.2016 and auditing procedure for even semester of academic year 2015-2016 is discussed.

**Members present:**


| S.No. | Name of the member     | Designation                 |
|-------|------------------------|-----------------------------|
| 1     | Dr.M.Premkumar         | Principal                   |
| 2     | Dr.R.Arangasamy        | IQAC Co-ordinator & HOD ECE |
| 3     | Mr.M.Mohan             | HOD/S&H                     |
| 4     | Dr.G.Balaji            | HOD/EEE                     |
| 5     | Dr.A.Suphalakshmi      | HOD/CSE                     |
| 6     | Dr.A.Arravind          | HOD/AERO                    |
| 7     | Mr.P.Kalimuthu         | HOD/Civil                   |
| 8     | Dr.D.R.P.Rajarathnam   | HOD/MCT                     |
| 9     | Mr.A.P.Sivasubramaniam | HoD/ Mechanical             |
| 10    | Mr.P.Muthusamy         | HOD/MCA                     |
| 11    | Ms.S.Lavanya           | HOD/IT                      |

**Points discussed:**

- The academic audit and administrative audits are scheduled from 23.05.2016 to 28.05.2016.
- The auditors list is approved.
- The files and documents required for auditing must be kept ready.
- The audit team will submit the report within 3 days of the auditing.

  
IQAC Co-ordinator



  
Principal  
**PRINCIPAL,**  
**PAAVAI ENGINEERING COLLEGE,**  
**NH-7, PACHAL Post, Namakkal Dt.**



**PAAVAI ENGINEERING COLLEGE, NAMAKKAL**

**(AUTONOMOUS)**

**Minutes of Academic and administrative audit committee meeting**

Date: 26.11.2015

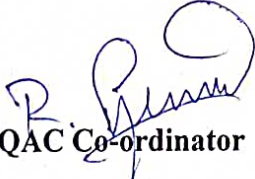
The academic audit committee meeting was conducted on 26.11.2015 to discuss the academic audit.

**Members present:**

| S.No. | Name of the member     | Designation                 |
|-------|------------------------|-----------------------------|
| 1     | Dr.M.Premkumar         | Principal                   |
| 2     | Dr.R.Arangasamy        | IQAC Co-ordinator & HOD ECE |
| 3     | Dr.A.Suphalakshmi      | HOD/CSE                     |
| 4     | Dr.G.Balaji            | HOD/EEE                     |
| 5     | Mr.M.Mohan             | HOD/S&H                     |
| 6     | Mr.P.Kalimuthu         | HOD/Civil                   |
| 7     | Ms.S.Lavanya           | HOD/IT                      |
| 8     | Dr.D.R.P.Rajarathnam   | HOD/MCT                     |
| 10    | Mr.A.P.Sivasubramaniam | HoD/ Mechanical             |
| 11    | Mr.P.Muthusamy         | HOD/MCA                     |

**Points discussed:**

- The list of auditors is submitted and approved.
- The audit will be held from 07.12.2015 to 12.12.2015.
- The audit team should verify all the documents listed and submit the report to the principal.

  
IQAC Co-ordinator



  
Principal  
**PRINCIPAL,**  
**PAAVAI ENGINEERING COLLEGE,**  
NH-7, PACHAL Post, Namakkal Dt