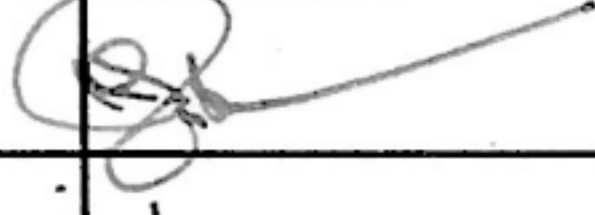
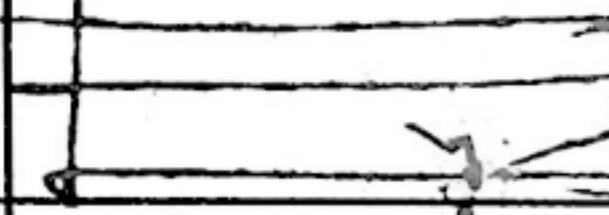

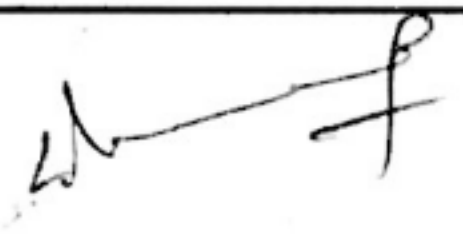

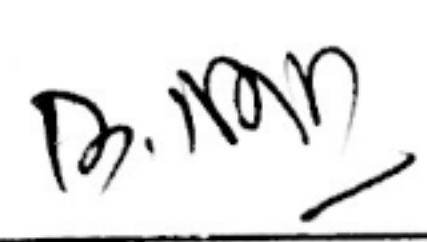



Minutes of IQAC Meeting
Venue: IQAC CELL
Date: 22.11.2023
Time: 10.00 am
Agenda of the meeting:

1. Ratification of the previous minutes
2. Growth and Development of the college
3. Promotion of research and innovation in the Institute
4. Placement of students and initiatives
5. Quality Assurance Initiatives of the institution
6. Strategic Plan and Targets of Academic achievements

Members Present:

SL.NO.	NAME	EXPERTISE	ROLE IN IQAC	SIGNATURE
1	Dr. K. G. PARTHIBAN	The Principal	Chairman	
2	Mr. A. THAMEEZ AHAMED	Chief Executive Officer	Management	
3	Dr. J. SATISH KUMAR	Mathematics ASP/S&H	Director/ IQAC	
4	Dr. C. SELVAMURUGAN	HoD/ ASP/ FT	Member – Senior Teacher	
5	Dr. N. APARNA	HoD/ ASP/ BME	Member – Senior Teacher	
6	Dr. B. NATHAN	HoD/ Prof. / CSE	Member – Senior Teacher	
7	Dr. V. SENTHILKUMAR	HoD/ Prof. / S&H	Member – Senior Teacher	

7	Dr. V. SENTHILKUMAR	HoD/ Prof. / S&H	Member – Senior Teacher	
8	Mr. A. MOHAMED NOORDEEN	AP/ AI & DS	Member – Teacher	
9	Mr. R. CHANDRA PRAKASH	AP/ R & A	Member – Teacher	
10	Mr. C. KARTHICK	AP/ BME	Member – Administrative	
11	Mr. M. FADULU MOHAMED	Public Relations Officer	Member – Administrative	
12	Mr. SUNDARA MOORTHY	CEO & Director/ SunShiv Electronics	Member - Industrialist	
13	Mr. A. SIVABALAN	Vice President/ Hanodale Solutions	Member – Employer	
14	Mr. P. MARUTHASALAM	President/ Pichanur Panchayat	Member – Local Society	
15	Mr. M. YOUNUS MOHAMED	Associate Consultant/ Infosys	Member – Alumni	
16	Mr. S. MOHAMMED YASER	IV/ ECE	Member – Student	

Points Discussed

Agenda No. 1: Ratification of the Previous Minutes

Resolution: The minutes of the previous meeting were ratified by the IQAC. The cell also reviewed the Action Taken Report and approved the same.

Agenda No. 2: Growth and Development of the college

- The plan for achieving 100% result and graduation results were discussed
- The faculty members were asked to identify the students who are slow learners in Mathematics and other complicated subjects to motivate them.
- All the faculty members were instructed to qualify themselves with PhD / NET / SLET and NPTEL & SWAYAM

Agenda No. 3: Promotion of research and innovation in the institute

- **Encourage Collaboration and Interdisciplinary Work:** Foster teamwork across departments, industries, and international partners to drive innovative research and practical solutions.
- **Provide Research Funding and Resources:** Secure external grants and offer internal funding, along with state-of-the-art facilities and support systems for researchers.
- **Promote Knowledge Dissemination and Impact:** Support publishing in high-impact journals, organize conferences, and create platforms to showcase research outcomes to a global audience.

Agenda No. 4: Placement of students and initiatives

- Industry Partnerships and Internships: Establish collaborations with industries to offer students internships and job placements, providing real-world experience and career pathways.
- Career Development Programs: Organize workshops, resume building, and mock interviews to enhance students' employability skills and connect them with potential employers.
- Entrepreneurship Support and Innovation Hubs: Encourage students to explore entrepreneurial ventures through incubators, funding opportunities, and mentorship programs to foster startups and innovation.

Agenda No. 5: Quality Assurance Initiatives of the institution – NAAC Accreditation.


- The discussion was completed on the Internal Quality Assurance Cell - It relates to the procedures adopted by the educational institutes for continuous improvement throughout the years.
- NAAC working committee is reshuffled by IQAC and IQAC team members were instructed to extend solid support to complete NAAC related works

Resolution: It is noted that the work of NAAC working committee is reshuffled and the coordinators are instructed to start working on the data from the Departments and proceed with the activities as per the Action Plan.

Agenda No. 6: Strategic Plan and Achievement of Targets

Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai

- **Set Clear, Measurable Goals:** Develop specific, measurable, achievable, relevant, and time-bound (SMART) objectives aligned with the institution's vision, ensuring progress in research, student placement, and innovation.
- **Monitor Progress and Adjust Strategies:** Implement regular reviews and assessments to track progress toward targets, using data-driven insights to refine strategies and overcome challenges.
- **Foster Stakeholder Engagement:** Involve faculty, students, industry partners, and alumni in executing the strategic plan, ensuring broad support and collaborative efforts for achieving institutional goals.



Head - IQAC



Chairperson

Copy to:


1. The Director
2. The CEO
3. The Principal
4. The Members of IQAC
5. Heads of all Departments

Action Taken Report on the Decisions of the IQAC Meeting held on 22.11.2023 during the Academic Year 2023-2024

To implement the decisions made during the IQAC meeting held on 22.11.2023 for the academic year 2023-2024, the following actions were taken:

Plan of Action	Action Taken
Ratification of the Previous Minutes	The minutes from the previous meeting were reviewed and ratified without any objections. All actions agreed upon were completed as per the discussed timelines.
Growth and Development of the College	Significant progress has been made in upgrading infrastructure and expanding academic programs. New facilities have been inaugurated to enhance the learning environment.
Promotion of Research and Innovation in the Institute	A research committee has been formed to encourage faculty and students' participation in research projects. New innovation labs have been introduced, and external funding for research has been sought.
Placement of Students and Initiatives	Placement drives have been organized, with partnerships formed with industry leaders. The employability skills training program has been strengthened to ensure better placement opportunities for students.
Quality Assurance Initiatives of the Institution	Regular internal audits have been conducted, and new quality assurance mechanisms are being implemented. Faculty development programs and student feedback systems are

	maintained for continuous improvement.
Strategic Plan and Targets of Academic Achievements	Strategic planning sessions have been held, focusing on academic excellence and improving student outcomes. Targets for research publications, student achievements, and faculty development have been set for fourth coming year.


Head - IQAC


Chairperson