



AKSHAYA

COLLEGE OF ENGINEERING AND TECHNOLOGY
(Approved by AICTE, New Delhi) and Affiliated to Anna University, Chennai-An ISO 9001:2015 Certified Institution
Kinathukadavu, Coimbatore - 642 109.



ACET/IQAC/AY2019-20/01

03-07-2019

Circular for IQAC Meeting

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled to be held on 08-07-2019 at 10:30 am in the meeting hall of placement cell. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Sl. No	Agenda
1.	Review of Action Taken on the resolution of minutes of IQAC Meeting held on 09-05-2019
2.	Governing Council Meeting
3.	NAAC accreditation
4.	Admissions in UG and PG programs
5.	Value Added Courses
6.	Graduation rate
7.	Students placement
8.	Research publications
9.	Industrial visit, Internship and In-Plant training
10.	MoU signed
11.	Scholarships- Earn while you learn
12.	Quality improvement initiatives
13.	Any other matter


Chairperson – IQAC

CC: Submitted to The Managing Trustee & Chairman for Information
CC: Submitted to The Director
CC: Submitted to The Joint Director
CC: All the members of IQAC
CC: All HoDs
CC: File



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Kinathukadavu, Coimbatore - 642 109.

Internal Quality Assurance Cell

Minutes of IQAC Meeting held on 08-07-2019

Members Present

Name and Designation	Signature	Name and Designation	Signature	Name and Designation	Signature
Shri.P.Rangaraj Trustee		Prof.K.Thirunavukarasu, Assistant Professor & Head / Civil		Mr.S.Kapilan PRO	
Dr.J.Jaya Principal		Prof.P.Dhamodharan Assoc.Prof & Head / CSE		Mr.C.Rajan, Sub Inspector of Police, Kinathukadavu	
Dr.N.Kathiravan Dean-Academics IQACCo-ordinator		Dr.R.Sivakumar, Professor & Head / Mechatronics		Mr.M.Koodalingam, Proprietor , Sree Vigneshwarar Engineering Works	
Dr.S.Nagaraja, Professor & Head / Mechanical		Prof.D.Gunapriya, Assistant Professor/ EEE		Mr.N.Murugasamy, F/o Hari Prakash.M, Final year BE Mechanical Engineering	
Dr.S.R.Barkunan, Professor & Head / ECE		Prof.C.Nirmala AP& Head / S&H		Mr.M.Surya Prakash, Third year BE Mechanical Engineering	

Sl. No	Details of Discussions	Responsibility	Expected time of completion
1.	Reviewed and approved the Minutes of IQAC meeting held on 09-05-2019 along with the action taken report dated 03-07-2019.	IQAC Coordinator	---
2.	Meeting of Governing Council Principal informed that the Governing council meeting for the academic year 2019-2020 will be conducted during September'2019	Principal	September'2019

3.	<u>NAAC accreditation</u> Principal informed members that the institution is preparing for getting NAAC accreditation. For that she sought every one's efforts. It was decided to follow-up closely the documentation work and necessary file preparation. It was emphasized that all departments should engage in preparing their part of documents for all criteria.	HODs & All faculty members	Continuous
4.	<u>Admission Related Details.</u> Admissions to both the UG and PG programs for the academic year 2019-20 were reviewed. Principal expressed concern about the declining trend in admission. Principal requested the members of the committee to talk to the admission team to put-up maximum efforts to increase the admission count.	Admission Team	---
5.	<u>Conduct of Value Added Courses.</u> Details of the value added courses to be conducted during the Odd Semester of the academic year 2018-19 by all departments were reviewed. Civil Engineering 3 courses, Computer Science and Engineering 3 courses, Electrical and Electronics Engineering 3 courses, Electronics and Communication Engineering 3 courses, Mechanical Engineering 4 courses, Mechatronics Engineering 3 courses are planned to be conducted during the Odd semester of the Academic year 2019-20.	HODs	Continuous
6.	<u>Graduation rate</u> The graduation rate in the Academic Year 2018-19 has been discussed. The graduation rate in UG and PG were 44% and 50% respectively. Principal requested the Head of departments to improve the graduation rate to above 80%	HODs & All faculty members	Continuous
7.	<u>Students placement</u> The details of students who got placed during the academic year 2018-19 have been presented. Principal informed that 177 students had been placed in various companies as per the reports submitted by Placement officer.	Placement officer	Continuous
8.	<u>Research publications</u> The research paper publications by faculty members were discussed. 6 papers have been published by faculty members in indexed journals during the academic year 2018-19. Principal explained the importance of journal publication and asked the members to encourage the faculty members to involve in more publications and also encouraged to register for Ph.D.	All faculty members	Continuous
9.	<u>Industrial visit, In-Plant training and Internship to the students</u> The details of industrial visit to be organized by the departments for the odd semester of the academic year 2019-20 were reviewed. The members of the committee informed that at least one industrial visit per department per semester can be arranged The details of Internship and inplant training carried out by students of various departments during even semester of the academic year 2018-19 were reviewed.	HODs	Continuous

10.	<u>MoU signed</u> Principal informed the members that totally 3 MoUs had been signed with industries/ companies during the academic year 2018-19.They are presented below. <ul style="list-style-type: none"> ➤ Edveon Technologies ➤ Profenna Automation ➤ TANGEDCO 	HODs	Continuous
11.	<u>Scholarship</u> 'Earn while you learn' Monthly scholarship for students who secured more than 8 CGPA is provided by the trust. Principal informed the members that 45 students were given the scholarship based on the results of odd semester of the academic year 2018-19.	Principal	Continuous
12.	<u>Quality improvement initiatives</u> It was recommended by the co ordinator, IQAC to introduce audit procedures for teaching – learning & evaluation process. <ol style="list-style-type: none"> i. Progress of teaching learning process interms of 'Academic Audit' on the content created and delivered by the faculty members at regular interval. ii. Scrutiny of question papers set by individual faculty members for all continous internal assessment; as this audit will ensure a quality input to the evaluation process. 	Principal, IQAC Coordinator, HoDs, Faculty members	Continuous
13.	<u>Other activities</u> 2.The event 'Tech day project contest for the odd semester of the academic year 2019-2020 is planned to be conducted on 14-09-2019.	Principal, HoDs	September'19


IQAC Co-ordinator


Chairperson – IQAC

Note: Copy circulated to all members
Cc: Submitted to The Managing Trustee & Chairman for Information
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Internal Quality Assurance Cell

Action taken Report on Minutes of IQAC Meeting held on 08-07-2019

Sl. No	Details Discussed	Action taken
1.	Meeting of Governing Council	Governing council meeting was conducted on 05-09-2019 Dr.J.C.Miraclin Joyce Pamila, Assistant professor (senior grade),Dept of Computer Science and Engineering, Government College of Technology, Coimbatore an educationist, nominated by the state government attended the meeting and offered his valuable suggestions. Other members also engaged in the deliberations and offered their suggestions.
2.	NAAC accreditation	A tentative criteria wise deadline was arrived at. C1, C2, C4 ,C3, C5 –end of Feb'20 C6, C7 –end of Apr'20. All the preparation would be audited before accepted for final approval. It is insisted that all documents need to be scanned and kept ready.
3.	Admission Related Details	125 students in UG and 7students in PG have been admitted during the AY 2019-2020 in various programmes. They are presented below. B.E. Civil Engineering – 10 B.E. Computer Science and Engineering – 37 B.E. Electrical and Electronics Engineering – 3 B.E. Electronics and Communication Engineering – 26 B.E. Mechanical Engineering – 21 B.E. Mechatronics Engineering – 28 M.E. Computer Science and Engineering – 1 M.E. Structural Engineering – 4 M.E. VLSI Design– 2
4.	Conduct of Value Added Courses.	Details of value added courses conducted by all departments were reviewed and listed. Civil Engineering –AutoCAD, 3Ds Max, Primavera Computer Science and engineering-Data structures, OOPS, Web Design. Electrical and Electronics Engineering – PCB Design and fabrication , Embedded Systems and IOT Applications. Electronics and Communication Engineering – PCB Design and fabrication, Embedded Systems and IOT Applications, VLSI Design. Mechanical Engineering – Creo, ANSYS, UGNX,HVAC.

		Mechatronics Engineering – E-CAD, PLC Programming, Industrial Automation
5.	Graduation rate	Reviewed and recorded.
6.	Students placement	Reviewed and recorded.
7.	Research Publications	Reviewed and recorded.
8.	MoU signed	Reviewed and recorded.
9.	Scholarship	<p>45 students were given 'Earn while you learn' Monthly scholarship from upto july'19 based on the results of odd semester of the academic year 2018-2019. The details are presented below.</p> <p>One student with CGPA above 9</p> <p>9 Students with CGPA between 8.5 to 8.99</p> <p>35 Students with CGPA between 8 to 8.49.</p> <p>20 students were given 'Earn while you learn' Monthly scholarship From Aug'19 based on the results of even semester of the academic year 2018-2019. The details are given below.</p> <p>2 Students with CGPA between 8.5 to 8.99</p> <p>18 Students with CGPA between 8 to 8.49.</p>
10.	Quality improvement initiatives	<p>i. It was verified that Academic Audit was conducted for all the courses, three times in a semester.</p> <p>ii. All the question papers for all three continuous internal assesement were scrutinized and valid input were given.</p>
11.	Other activities	<p>i. Tech day was conducted on 14-09-2019. The projects were reviewed and adjudged by eminent engineers from industries. The following were the judges for the event.</p> <ul style="list-style-type: none"> ➤ Mr.S.Anesh, Architect, Bosch. ➤ Mr.Rajasekar Selvaraj, Operations Head –PDC, Proto tooling, Coimbatore. ➤ Mr.R.Viswanathan, Assistant Divisional Engineer, Construction and Maintenance, Highways Department, Thalavady. ➤ Mr.P.Kalidass, Architectural and civil Consultants, Kalidass and Associates, Coimbatore. ➤ Mr.Quin Sing Janner, HRSSC India-Automation Team, Accenture, Bangalore. ➤ Mr.V.S.Ramesh, Steps Knowledge Services Pvt Ltd, Coimbatore.

Date: 04-12-2019


Coordinator – IQAC


Chairperson – IQAC



ACET/IQAC/AY2019-20/02

04-12-2019

Circular for IQAC Meeting

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled to be held on 09-12-2019 at 11:30 am in the meeting hall of placement cell. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Sl. No	Agenda
1.	Review of Action Taken on the resolution of minutes of IQAC Meeting held on 08-07-2019
2.	NAAC accreditation
3.	Admissions in UG and PG programs
4.	First Year Inauguration
5.	University results
6.	Value Added Courses
7.	Online teaching-learning platform.
8.	Internship and In-Plant training
9.	Question Paper scrutiny
10.	Activities through IEDC
11.	Scholarships- Earn while you learn
12.	Quality improvement initiatives
13.	Any other matter


Chairperson – IQAC

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Internal Quality Assurance Cell

Minutes of IQAC Meeting held on 09-12-2019

Members Present

Name and Designation	Signature	Name and Designation	Signature	Name and Designation	Signature
Shri.P.Rangaraj Trustee		Dr.R.Sivakumar, Professor & Head / Mechatronics		Mr.M.Koodalingam, Proprietor	
Dr.J.Jaya Principal		Prof.D.Gunapriya, Assistant Professor/ EEE		Sree Vigneshwarar Engineering Works	
Dr.N.Kathiravan Dean-Academics IQACCo-ordinator		Prof.C.Nirmala AP& Head / S&H		Mr.N.Murugasamy, F/o Hari Prakash.M, Final year BE Mechanical Engineering	
Dr.S.Nagaraja, Professor & Head / Mechanical		Dr.S.Kapilan PRO		Mr.M.Surya Prakash, Third year BE Mechanical Engineering	
Dr.S.R.Barkunan, Professor & Head / ECE		Mr.C.Rajan, Sub Inspector of Police, Kinathukadavu	ABSENT		

Sl. No	Details of Discussions	Responsibility	Expected time of completion
1.	Reviewed and approved the Minutes of IQAC meeting held on 08-07-2019 along with the action taken report dated 04-12-2019.	IQAC Coordinator	---
2.	<u>NAAC accreditation</u> Principal informed that NAAC criteria to be completed in scheduled dates and preparation to be done to keep the files in required order during audit. It was emphasized that all departments should engage in preparing their part of documents for all criteria.	HODs & All faculty members	Continuous

3.	<u>Admission Related Details.</u> The admissions in UG and PG programs in the Academic Year 2020-21 have been discussed. Principal insisted that all the faculties should involve in admission related works to improve our admissions in this academic year.	Admission Team, HoDs	---
4.	<u>First Year Inauguration</u> Inaugural function of first year students admitted for the academic year 2018-19 was conducted on 02-08-2019 in conference hall. Mr. Chandru Durairaj, Peak Performance Coach and Social Visionary was the chief guest for the function.	HODs & All faculty members	----
5.	<u>University results</u> The even semester results of UG and PG programs in the Academic Year 2018-19 have been reviewed. Overall result in UG and PG are 31.3% and 52.9% respectively before revaluation. Principal expressed her concern about the poor results.	HODs & All faculty members	Continuous
6.	<u>Conduct of Value Added Courses.</u> Principal informed that Value added courses for the odd semester in each department have been completed and wanted the same to be practiced for the even semester also.	HODs	Continuous
7.	<u>Online teaching-learning platform.</u> It is decided to implement Google class room as the online teaching- learning platform from the upcoming semester for uploading course materials and other relevant details. Principal informed the members that a series of meeting will be conducted for effectively implementing the same.	HODs & All faculty members	Continuous
8.	<u>In-Plant training and Internship to the students</u> The details of Internship and inplant training for the students to be organized during vacation period of the odd semester of the academic year 2018-19 was discussed.	Placement officer, HoDs	Continuous
9.	<u>Question paper scrutiny:</u> To improve the teaching learning process the question paper scrutiny will be done which will ensure the correct use of RBT level, proper distribution of marks and grammatical mistakes to be corrected.	HODs & All faculty members	Continuous
10.	<u>Activities conducted through Innovation and Entrepreneurship development cell (IEDC)</u> i. The assessment of PMKVY –TI 2017-2018 skill development program for 1. Domestic data entry operator and 2. Field technician networking and storage courses was completed on 15-10-2019 and 19-10-2019 respectively. ii. The first installment of Rs.4,33,500 for conduct of PMKVY –TI 2018-2019 skill development program for four courses has been sanctioned by AICTE vide letter dated 09-10-2019. iii. The training classes for PMKVY –TI 2018-2019 skill development program for four courses has been completed and assessment fees will be paid in January'20.	Principal, IEDC Coordinator	January'20.
11.	<u>Scholarship</u> 'Earn while you learn' Monthly scholarship for students who secured more than 8 CGPA is provided by the trust. Principal informed the members that 20 students were given the scholarship based on the	Principal	Continuous

	results of even semester of the academic year 2018-19.		
12.	<u>Quality improvement initiatives</u> Principal requested the members to carry out the activities/process connected to quality improvements continuously.	Principal, IQAC Coordinator, HoDs, Faculty members	Continuous
13.	<u>Other activities</u> i. The event, 'Tech day project contest' for the even semester of the academic year 2019-20 is planned to be conducted during February'20.	Principal, HoDs	Continuous


IQAC Co-ordinator


Chairperson - IQAC

Note: Copy circulated to all members

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Internal Quality Assurance Cell

Action taken Report on Minutes of IQAC Meeting held on 09-12-2019

Sl. No	Details Discussed	Action taken
1.	NAAC accreditation	For documentation purpose, metric wise responsibility chart is prepared. Accordingly the HoDs and faculty members are advised to prepare the files.
2.	Admission Related Details.	Reviewed and recorded.
3.	First Year Inauguration	Reviewed and recorded.
4.	University results	Reviewed and recorded.
5.	Value Added Courses.	Reviewed and recorded.
6.	Online teaching-learning platform.	Google Class room for all courses for the even semester of Academic Year 2019-20 has been created and the uploading of necessary materials are in progress
7.	Question Paper scrutiny	A separate form is designed for this purpose and details have to be entered in the form
8.	Internship and In-Plant training	Reviewed and recorded.
9.	Activities conducted through IEDC	Reviewed and recorded.
10.	Scholarship	20 students were given 'Earn while you learn' Monthly scholarship based on the results of even semester of the academic year 2018-2019. The details are presented below. 2 Students with CGPA between 8.5 to 8.99 18 Students with CGPA between 8 to 8.49.
11.	Quality improvement initiatives	It was verified that Academic Audit and audit on question paper were carried out.
12.	Other activities	The event 'Tech day project contest' for the even semester of the academic year 2019-20 is planned to be conducted on 29-02-2020.

Date: 06-01-2020


Coordinator - IQAC


Chairperson - IQAC



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ACET/IQAC/AY2019-20/03

06-01-2020

Circular for IQAC Meeting

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled to be held on 09-01-2020 at 10:30 am in Principal's cabin. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Sl. No	Agenda
1.	Review of Action Taken on the resolution of minutes of IQAC Meeting held on 09-12-2019
2.	Uploading details for continuation of approval from AICTE and Anna University affiliation
3.	NAAC accreditation
4.	Value Added Courses
5.	Google Classroom
6.	Activities conducted through IEDC
7.	Quality improvement initiatives
8.	Any other matter


Chairperson – IQAC

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Internal Quality Assurance Cell

Minutes of IQAC Meeting held on 09-01-2020

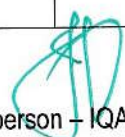
Members Present

Name and Designation	Signature	Name and Designation	Signature	Name and Designation	Signature
Shri.P.Rangaraj Trustee		Dr.R.Sivakumar, Professor & Head / Mechatronics		Mr.M.Koodalingam, Proprietor , Sree Vigneshwarar Engineering Works	ABSENT
Dr.J.Jaya Principal		Prof.D.Gunapriya, Assistant Professor/ EEE	ABSENT	Mr.N.Murugasamy, F/o Hari Prakash.M, Final year BE Mechanical Engineering	
Dr.N.Kathiravan Dean-Academics IQACCo-ordinator		Prof.C.Nirmala AP& Head / S&H	ABSENT	Mr.M.Surya Prakash, Third year BE Mechanical Engineering	
Dr.S.Nagaraja, Professor & Head / Mechanical		Dr.S.Kapilan PRO	ABSENT		
Dr.S.R.Barkunan, Professor & Head / ECE		Mr.C.Rajan, Sub Inspector of Police, Kinathukadavu	ABSENT		

Sl. No	Details of Discussions	Responsibility	Expected time of completion
1.	Reviewed and approved the Minutes of IQAC meeting held on 09-12-2019 along with the action taken report dated 06-01-2020.	--	---
2.	<u>Uploading details for AICTE and Anna University</u> <ol style="list-style-type: none"> Application for extension of approval for the Academic Year 2020-21 was submitted with necessary details to AICTE, approval is expected in the month of March'20. Application for continuation of Affiliation for the Academic Year 2020-21 will be submitted to Anna University sometime in the month of February'20 	Principal /Office	February'20
3.	<u>NAAC accreditation</u> Status of preparation of files with necessary documentation for NAAC accreditation has been reviewed.	IQACCo-ordinator,HODs & All faculty members	January'20

	Principal informed that a mock audit will be conducted after completion of preparation of documents for each criteria.		
4.	<u>Conduct of Value Added Courses.</u> The details of Value Added Courses planned to be conducted during the even semester of AY 2019-20 by all departments have been discussed. Civil Engineering 2 Courses, Computer Science and Engineering 2 courses, Electrical and Electronics Engineering 2 courses, Electronics and Communication 2 courses and Mechanical engineering 2 courses and Mechatronics Engineering 2 courses is planned to be conducted. Principal wanted the courses to be imparted in such way that the students gain the required skill.	HODs	Continuous
5.	<u>Google Classroom</u> A structure for uploading material under each unit has been decided and accordingly the necessary uploading of content to be done. This will ensure uniformity and easy assessability for the students .	HoDs, GCR coordinator, faculty members	Continuous
6.	<u>Activities conducted through Innovation and Entrepreneurship development cell (IEDC)</u> i. The assessment results of PMKVY –TI 2017-2018 skill development program are: 1. Domestic data entry operator -one candidate cleared 2. Field technician networking and storage - 9 candidates cleared. Necessary details have been submitted to AICTE. ii. The assessment fee for PMKVY –TI 2018-2019 skill development program for four courses will be paid before end of January'20.	Principal, IEDC Coordinator	January'20
7.	<u>Quality improvement initiatives</u> i. Academic Audit for all the courses should be conducted three times in a semester ii. Question paper scrutiny should also be conducted for all CIAs.	Principal, IQAC Coordinator, HODs, faculty members	Continuous
8.	<u>Other matters</u> i. For the event, 'Tech day project contest' of the even semester of the academic year 2019-20 which is planned to be conducted before end of February'20, HoDs are instructed to ensure participation of all students with best and interdisciplinary projects.	Principal, HODs	Continuous


IQAC Co-ordinator


Chairperson - IQAC

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Internal Quality Assurance Cell

Action taken Report on Minutes of IQAC Meeting held on 09-01-2020

Sl. No	Details Discussed	Action taken
1.	Uploading details for AICTE and Anna University	Application for extension of approval was submitted successfully in March'20. The application for Continuation of affiliation by Anna university was submitted in February'20. Waiting for necessary approvals from AICTE and Anna University.
2.	NAAC accreditation	Reviewed and recorded.
3.	Conduct of Value Added Courses.	Details of value added courses conducted by all departments were reviewed and listed Civil Engineering-3Ds Max, Design and Systematic Analysis of Civil Structures Computer Science and Engineering-Advanced Python, Big Data Statistical analysis using R Programming. Electrical and Electronics Engineering- Advanced Python, VLSI Design - Verilog and System Verilog Electronics and Communication Engineering – Advanced Python, VLSI Design - Verilog and System Verilog Mechanical Engineering – CNC Programming, Modeling and Machining practice for CNC machines Mechatronics Engineering- Advanced Python, Modeling practice for Automotive assemblies
4.	Google classroom	Reviewed and recorded.
5.	Activities conducted through IEDC	The assessment fee for PMKVY –TI 2018-2019 skill development program for four courses was paid on 28-01-2020 and the assessment was conducted as follows. 1. Lathe Operator -10-02-2020 2. Automotive Service Technician (Two and Three Wheeler)-12-02-2020 3. Automotive Electrician Level 4-13-02-2020 4. Repair – Welder-14-02-2020
6.	Quality improvement initiatives	i. Academic Audit for all the courses were conducted. ii. Question paper scrutiny was conducted for all CIAs.
7.	Other activities	i. Tech day project contest was conducted on 29-02-2020. The projects were reviewed and adjudged by eminent engineers from industries. The following

		<p>were the judges for the event.</p> <ul style="list-style-type: none"> ➤ Mr.S.Anand, Senior Design Engineer, Royal Enfield. ➤ Mr.M.Karthik, Senior Engineer-Laser Application And Service, Messer Cutting Systems India Pvt Ltd, Coimbatore. ➤ Mr.B.Srinivasa Perumal, Senior Software Engineer, Bosch. ➤ Mr.Subash, Executive Engineer, KRS Builders. ➤ Mr.M.Yuvaraj, Senior Software Development Engineer and Testing. Skava Systems. <p>iv. College has been closed due to Corona crisis from 21-03-2020,all the faculty members and students are instructed to stay home and stay safe.</p>
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Date: 04-05-2020


Coordinator – IQAC


Chairperson – IQAC



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ACET/IQAC/AY2019-20/04

04-05-2020

Circular for IQAC Meeting

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled to be held on 08-05-2020 at 11:00 am online through Google meet id uow-ghci-vtz. All the internal members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Sl. No	Agenda
1.	Review of Action Taken on the resolution of minutes of IQAC Meeting held on 09-01-2020
2.	NAAC accreditation
3.	Admissions in UG and PG programs
4.	Quality improvement initiatives
5.	OBE review
6.	Other points if any


Chairperson - IQAC

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Internal Quality Assurance Cell

Minutes of IQAC Meeting held on 08-05-2020

Members attended the meeting:

Shri.P.Rangaraj, Trustee

Dr.J.Jaya, Principal

Dr.N.Kathiravan, Dean (Academics)

Dr.S.Nagaraja, Professor & Head / Mechanical

Dr.R.Sivakumar, Professor & Head / Mechatronics

Dr.S.R.Barkunan, Professor & Head / ECE

Prof.D.Gunapriya, Assistant Professor/ EEE

Prof.C.Nirmala, Assistant Professor & Head / S&H

Dr.S.Kapilan, PRO

Mr.M.Koodalingam, Proprietor, Sree Vigneshwarar Engineering Works

Sl. No	Details of Discussions	Responsibility	Expected time of completion
1.	Reviewed and approved the Minutes of IQAC meeting held on 09-01-2020 along with the action taken report dated 04-05-2020.	IQAC Coordinator	---
2.	<u>NAAC accreditation</u> It is observed that the delay in preparation is due to corona crisis is understandable. Principal requested the members to prepare details when the situation improves.	Principal, HoDs, Faculty members	Continuous

3.	<u>Admission Related Details.</u> The admissions in UG and PG programs for the Academic Year 2020-21 have been discussed. Principal requested the members to carryout admissions related work telephonically as much as possible.	Admission Team, HoDs, Faculty members	---
4.	<u>Activities conducted through Innovation and Entrepreneurship development cell (IEDC)</u> The assessment results of PMKVY –TI 2018-2019 skill development program for four courses to be submitted to AICTE, since we are in Covid19 lockdown we have not submitted the results. The results will be submitted with necessary documents to AICTE within last week of may'20	Principal, IEDC Coordinator	May'20
5.	<u>Quality improvement initiatives</u> Principal requested the members to carry out the activities/process connected to quality improvements continuously.	Principal, IQAC Coordinator, HoDs, Faculty members	Continuous
6.	<u>OBE Review</u> Principal reviewed the activities connected to OBE practice. Due to lockdown exams couldn't be conducted. As soon as the exams are conducted and results are published, the attainment can be calculated. Principal instructed the programme coordinators to monitor the process and guide the faculty members..	Principal, HoDs, Faculty members	Continuous
7.	<u>Other activities</u> i. Principal informed that end semester examination of the even semester of the academic year 2019-20 may be conducted in online mode. All the HoDs are instructed to schedule online revision for preparing the students for the online end semester examination. ii. The classes for odd semester of the academic year 2020-21 is expected to be conducted through online mode as we are in Covid-19 Pandemic situation.	Principal, HoDs, Faculty members	Continuous


IQAC Co-ordinator


Chairperson – IQAC

Note: Copy circulated to all members

Cc: Submitted to The Managing Trustee & Chairman for Information

Cc: Submitted to The Director

Cc: Submitted to The Joint Director

Cc: Submitted to all HODs

Cc to: File



AKSHAYA

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai-An ISO 9001:2015 Certified Institution)

Kinathukadavu, Coimbatore - 642 109.

Internal Quality Assurance Cell

Action taken Report on Minutes of IQAC Meeting held on 08-05-2020

Sl. No	Details Discussed	Action taken
1.	NAAC accreditation	Reviewed and recorded.
2.	Admission Related Details.	Student's database is distributed among the faculty members and the status is updated to the admission team.
3.	Activities conducted through IEDC	The assessment results of PMKVY -TI 2018-2019 skill development program for four courses was submitted on 20-05-2020 to AICTE. The assessment results are as follows. 1. Automotive Service Technician (Two and Three Wheeler)-23 candidates cleared. 2. Automotive Electrician Level 4-21 candidates cleared. 3. Repair - Welder-5 candidates cleared. 4. Lathe Operator -5 candidates cleared.
4.	Quality improvement initiatives	It was verified that Academic Audit and audit on question paper were carried out.
5.	OBE review	Due to lockdown examination couldn't be conducted and the PO attainment couldn't be calculated. The attainment can be calculated after the results are published.
6.	Other activities	i. Online revision classes for the even semester of the academic year 2019-20 has been conducted 26-05-2020 to 01-06-2020 ii. Online classes will be scheduled for the odd semester of the academic year 2020-21.

Date: 02-07-2020


Coordinator - IQAC


Chairperson - IQAC