



ANNAPOORANA ENGINEERING COLLEGE, SALEM

(Approved by AICTE-New Delhi, Affiliated to Anna University, Chennai)

NH-47 Sankari Main Road, Periyaseeragapadi, Salem-636308, Tamilnadu.

www.aecsaalem.edu.in

Ref:AEC/GC/8/2017

Dated:25.06.2017

To

All the Members of the Governing Council

Dear Sir,

**Sub:Annapoorana Engineering College- 8th Governing Council Meeting on
04.07.2017 Invitation – Reg.,**

I am very happy to invite you all for the 8th Governing Council meeting of our college scheduled on 04.07.2017 at 11.00 am in Board Room, Annapoorana Engineering College, Periyaseeragapadi, Salem District.

Meeting Agenda

1. Review of Government, AICTE and Anna University Letters
2. Review of last Governing Council Meeting minutes.
3. Discussion on Value Added Courses, Certificate Courses, Vocational Educational Courses
4. Curricular, Co-Curricular and Extra Curricular Activities
5. Anna University Result Analysis
6. Training and Placement activities
7. Admission Review
8. Promotion of higher education for staff.
9. Important Celebrations and Functions
10. Faculty, Non-Teaching Staff recruitment, promotion and discussion on relieving staff members.
11. Courses offered and Students intake during 2017-2018
12. NAAC Accreditation
13. Infrastructural facilities created and proposed
14. Budget 2017-2018 Approval
15. Discuss about the HR Policy
16. Any other matter with the permission of the Chairman

Thanking you



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Schedule:

Morning	10.00 am to 10.30 am	:	Assembling of Guests
	10.30 am to 11.00 am	:	Visiting the Laboratories and Campus
	From 11.00 am onwards	:	Governing Council Meeting

Venue: Board Room, Annapoorana Engineering College

Member Secretary

Dr. A. Anbuhezian

Principal, AEC

PRINCIPAL,
ANNAPOORANA ENGINEERING COLLEGE,
PERIYA SEERAGAPADI (P.O),
SALEM-636 308.

Chairman

Dr. A.S. Ganesan

Hon. Chairman, AEC

CHAIRMAN

ANNAPOORANA ENGINEERING COLLEGE
PERIYA SEERAGAPADI (P.O)
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Governing Council 2017

Academic year 2017-2018

MINUTES OF MEETING OF THE GOVERNING BODY HELD ON 04.07.2017

The 8th Governing Council meeting of Annapoorana Engineering College was held on 04.07.2017 at 10.30 am in Board Room, Annapoorana Engineering College.

Members present for the Governing Council:

S.No	Name	Position	Category	Signature
1.	Dr.A.S.Ganesan	Chairman	Chairman TKVTSSMECT	
2.	Mrs.S.Annapoorani Shanmugasundaram	Member	Trustee	
3.	Dr. S. Sharavanan	Member	Vice Chairman TKVTSSMECT	ABSENT
4.	Mr.N.V.Chandrasekar	Member	Director TKVTSSMECT	
5.	Mrs.S.Sumathi	Member	Trustee	
6.	Mrs.S.Arunadevi	Member	Trustee	
7.	Dr.A.Ilayaperumal	Member	Anna University Nominee	ABSENT
8.	Dr.V.Rajkumar	Member	Anna University Nominee	
9.	Dr. A.Anbuchejian	Member Secretary	Principal	
10.	Dr.S.Sharavanan	Member	Vice-Principal	
11.	Mr.O.Saravanan	Member	Professor	
12.	Dr.T.Iyyapaswamy	Member	Asst. Prof	



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Members given leave of absence:

1. Dr. S. Sharavanan - Vice-Chairman, TKVTSSMECT
2. Dr.A. Ilayaperumal - Anna University Nominee

Dr.A.Anbuchejian, Member Secretary and Principal, Annapoorana Engineering College has formally welcomed the Chairman and all members of the Governing Council and presented the detailed agenda. The Governing council has considered it item-wise and deliberated as highlighted below.

The Following Agenda were discussed and resolved:

Agenda 8.1: Review of Government, AICTE and Anna University Letters.

Resolution 8.1: All the letters and documents related to Government, AICTE and Anna University were discussed. It was reviewed that AICTE extension of approval and Anna University affiliation for the academic year 2017-2018 were discussed.

Agenda 8.2: Review of last Governing Council Meeting minutes.

Resolution 8.2: The Principal presented the minutes of the 7th Governing Council held on 23.05.2016 with the targets achieved as detailed in the action taken report. The Governing Council reviewed the corrections incorporated based upon the suggestions given by the members, targets achieved and confirmed the same

Agenda 8.3: Discussion on Value Added Courses, Certificate Courses, VET

Resolution 8.3: The Principal discussed about the value added courses, certificate courses, VET which are important for higher education institutions to supplement the curriculum to make students better prepared to meet industry demands as well as develop their own interests and aptitudes. Prof.S.Sharavanan suggested that the value added courses has to conduct in all departments based on the emerging technologies and trends based on the performance of students with category wise. The Governing member approved these courses to equip the students in current technologies.

Agenda 8.4: Curricular, Co-Curricular and Extra Curricular Activities

Resolution 8.4: Chairman suggested to conduct symposium, workshop, seminar, hands on training, conferences at regular intervals through respective association. The students may be motivated to attend various technical events/ competitions conducted by various reputed institutions. It is resolved by getting a practical exposure and knowledge of students. The Students may be permitted to attend industrial visits. During summer and winter vocation the students are guided to attend the in-plant training in leading industries. The various clubs and chapters of professional societies may be started for conducting skill oriented various technical activities. The members recommended to identify and inculcate a research mindset in interested students.



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Agenda 8.5: Anna University Result Analysis

Resolution 8.5: The performance of students and analysis results of May/June 2017 for the Anna University Examinations were discussed and suggested to improve the overall pass percentage. With the permission of the Chair, Mr.N.V.Chandrasekhar, Director has suggested that to enhance the result and placement, an adoption scheme practiced in a College which secured highest result, shall be followed. The Principal replied that our Institute has a standard academic system in place to take care of the slow-learners, enable them improve their knowledge and hence enhance the result. It will be implemented more effectively during the coming academic year to enhance the result.

Agenda 8.6: Training and Placement activities

Resolution 8.6: The Governing Members suggested to conduct various placement activities such as soft skill training, interaction programs and campus interview. Governing Council members were suggested to enter into MOU with institutes for Training programmes and instructed to sign MOUs with Leading Industries / Corporate Houses for Student Internship, Inplant Training, Placement and Value – Added Courses so that the quality will be improved in all fields of Engineering and Technologies.

Agenda 8.7: Admission Review

Resolution 8.7: A review of overall admission scenario has been discussed for first year engineering, along with direct second year engineering courses. It is suggested to get more admission from other states. The chairman said that as Alumni association plays a vital role to increase our admissions, all HoD's to map out these associations and try to strengthen them and to see that these association becomes strong.

Agenda 8.8: Promotion of higher education for staff

Resolution 8.8: It is suggested to submit the Ph.D thesis by Mr.Venkatesh in EEE at the earliest. The faculty members who are pursuing Ph.D are requested to publish a paper and try to complete the work as per work plan so that they are able to submit final thesis in time. The members encouraged the faculties to register Ph.D and to publish a research paper. The members suggested to attend and organize the FDP, Conferences and International Conferences and faculty is actively engaged in carrying out sponsored research work with funding from many national and international funding agencies

Agenda 8.9: Important Celebrations and Functions

Resolution 8.9: It is planned to conduct the Annual day and sports day and graduation day celebrations.

Agenda 8.10: Faculty, Non-Teaching Staff recruitment, promotion and discussion on relieving staff members

Resolution 8.10: All HoD's were instructed to submit the requirement of faculty members as per university standards and to full fill at the earliest on priority basis. Mr. N.V.Chandrasekar, Director, advised to include a clause in the termination section, stating that "in the event of misconduct, misappropriation of funds or causing loss to the College, forgery, indiscipline, violation of College rules and regulations, the faculty member or non-teaching staff or an employee concerned at any level will be suspended immediately pending enquiry".



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Agenda 8.11: Courses offered and Students intake during 2017-2018

Resolution 8.11: Dr.A.S.Ganesan, Chairman, discussed whether any of the existing courses, which has relatively less demand for admission can be closed and a new course can be started from the next academic year. Principal replied that as per the present AICTE approval process, it is not possible to start a new course or go for increase in intake in existing courses, since accreditation has become mandatory for such a purpose. Prof.S.Sharavanan, and Prof.O.Saravanan remarked about the status of documentation needed for applying to accreditation and also suggested the implementation of ISO system of documentation, which will eventually help for accreditation process. The Principal explained the current status of documentation practiced and accepted to implement ISO system from the coming academic year.

Agenda 8.12: NAAC Accreditation

Resolution 8.12: The Governing members discussed in the meeting to prepare and apply for NAAC accreditation. The Governing Council considered the matter and entrusted the Principal with the responsibility to prepare the documents by involving all faculty members, so that after review, the same shall be submitted to NAAC in Oct 2019

Agenda 8.13: Infrastructural facilities created and proposed

Resolution 8.13: Mr.N.V.Chandrasekar, Director, advised to install the CCTV cameras with complete set-up for safety purpose. The Principal has accepted to install the same before 30.08.2017. Mrs.S.Arunadevi, Trustee also discussed about the sufficiency of internet band width and it was proposed to increase the bandwidth of Bluwaves Communication from 40 MBPS to 50 MBPS from August 2017 to cater to the need of the new batch of first year students who join the Institute in the first week of August 2017.

Agenda 8.14: Budget 2017-2018

Resolution 8.14: It is resolved that the total annual budget from all the departments were received for the development of new facilities created through infrastructure during the academic year 2017-2018. The requested budget was sanctioned by the members.(Budget includes College Infrastructure, Library, Laboratory, Department Events and financial support for eligible Faculty/ students to enhance their skills)

Agenda 8.15: Discuss about the HR Policy

Resolution 8.15: It is perused and approved by the Governing Council

Agenda 8.16: Any other matter with the permission of the Chair

Resolution 8.16: The members also discussed about the development of new facilities through purchasing Library software, ERP software and consumables etc., during the academic year 2017 and 2018. Dr.A.Anbuchejian, principal proposed the list of facilities for future.

1. Construction of Smart Class Rooms for all the departments,
2. Computer facilities and also Seminar / Conference/Tutorial Halls.
3. Constructions of College open Auditorium, Compound wall, ladies hostel and Dome work.
4. Construction of Rainwater Harvesting System

The governing body approved the proposal submitted by Dr.A.Anbuchejian, principal.



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Vote of thanks

The meeting was concluded with Dr. A.Anbuchezeian, Member Secretary, Principal, Annapoorana Engineering College proposing a vote of thanks to the Chair and all Members.

The meeting came to its close at 01.45 pm.

Member Secretary
Dr. A. Anbuchezeian
PRINCIPAL,
ANNAPOORANA ENGINEERING COLLEGE,
PERIYA SEERAGAPADI (P.O),
SALEM-636 308.

To: The Chairman

Copy to:

The members of the council
File.

Chairman
Dr. A.S. Ganesan
Chairman, AEC
CHAIRMAN

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ACTION TAKEN REPORT

for the minutes of the meeting held on 23.05.2016

S.No	Item	Action Taken
1.	Review of Government, AICTE and Anna University Letters	-
2.	Review of last Governing Council Meeting Minutes	-
3.	Curricular, Co-Curricular and Extra Curricular Activities	<ul style="list-style-type: none"> • New value added course were added on to the already existing course. • Various seminars, workshops and conferences are planned to be conducted as per schedule of Academic Calendar. • Started IAS/ IPS Academy.
4.	Anna University Result Analysis.	The staff members with weak performance are counseled by the HOD and then by the Principal for improvement.
5.	Training and Placement activities	Signed MOU with 10 Industries / Corporate Houses for Student Internship, Inplant Training and Placement.
6.	Review of Admission 2016-2017	The college submitted the Summary of students admitted to UG and PG programmes for the academic year 2016-17
7.	New Infrastructure requirements if any	Construction work like play ground and the road completed.
8.	Staff recruitment, promotion and discussion on relieving staff members	New faculties were appointed as per the AICTE norms
9.	To approve the Income and Expenses for 2015-16 and Budget for 2016-17	The Governing Council reviewed and approved the proposed budget.
10.	Review of performance Appraisal summary report towards planning of any incentives/Rewards/Increments	Based on the performance appraisal Summary Report, The faculty members are offered with Incentives / Rewards / Increments.
11.	Any other matters	<ul style="list-style-type: none"> • Faculties contributed in Research and Administration. • Mr.S.Sharavanan & Mr.O.Saravanan – CSE and Mr.S.Venkatesh, Mechanical Engineering completed Ph.D

Member Secretary
Dr. P.Senguttuvan
Principal,AEC

Chairman
Dr.A.S Ganesan
Chairman, AEC

PRINCIPAL
ANNAPOORANA ENGINEERING COLLEGE
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CHAIRMAN
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