



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/9/2018

Dated: 30.05.2018

To

All the Members of the Governing Council

Dear Sir,

**Sub:Annapoorana Engineering College- 9th Governing Council Meeting on
04.06.2018 Invitation – Reg.,**

I am very happy to invite you all for the 9th Governing Council meeting of our college scheduled on 04.06.2018 at 10.30 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. Curricular, Co-Curricular and Extra Curricular Activities
4. Converting our strengths into success – Suggestions from Governing Council members.
5. Suggestion to overcome our weakness and threats and to achieve on Vision
6. Infrastructural facilities created and proposed
7. Income and Expenses for 2017-2018 and Budget for 2018-2019
8. Financial support from Management through Fee concession I Fee waiver, Cash awards from AEC and through Scholarship from TKVTSSMECT to Meritorious Students and Economically backward Students.
9. Research and Development Activities
10. Faculty Performance Appraisal
11. Salary revision, increments for Teaching Staff and Non-Teaching Staff
12. Training and Placement activities
13. Students' activities beyond curriculum, Achievements and Recognitions
14. Proposal to prepare documentation for submission to NAAC
15. Anna University Result Analysis
16. Staff Recruitment and discussion on relieving staff members

Thanking you



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Schedule:

| | | | |
|---------|-----------------------|---|--------------------------------------|
| Morning | 09.30 am to 10.00 am | : | Assembling of Guests |
| | 10.00 am to 10.30 am | : | Visiting the Laboratories and Campus |
| | From 10.30 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
Chairman, AEC

**CHAIRMAN
ANNAPOORANA ENGINEERING COLLEGE,
PERIYASEERAGAPADI (P.O.)
SALEM-636 308**



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Governing Council 2018
Academic year 2018-2019

MINUTES OF MEETING OF THE GOVERNING BODY HELD ON 04.06.2018

The 9th Governing Council meeting of Annapoorana Engineering College was held on 04.06.2018 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.Anbuhezian | Member Secretary | Principal | |
| 10. | Dr.S.Sharavanan | Member | Vice Principal | |
| 11. | Dr.O.Saravanan | Member | Professor | |
| 12. | Dr.T.Iyyapaswamy | Member | Professor | |
| 13. | Mr.M.Vigenesh | 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

Our Chairman of the Governing body honored our members, Our Director Mr.N.V.Chandrasekar extended a warm and hearty welcome to all the members and Dr. A .Anbuchejian, Member Secretary and Principal, Annapoorana Engineering College presented the agenda, item by item, as follows for consideration discussion and finalization.

The Following Agenda were discussed and resolved:

Agenda 9.1: Review of Government, AICTE and Anna University Letters.

Resolution 9.1: 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 2018-2019 were discussed.

Agenda 9.2: Review of last Governing Council Meeting minutes.

Resolution 9.2: Based on the previous governing council meeting held on 04.07.2017 the action was taken and report of action taken was discussed by the governing council members.

Agenda 9.3: Curricular, Co-Curricular and Extra Curricular Activities

Resolution 9.3: Along with the university curriculum, students must get additional programs in view of rapidly growing technology needs and to achieve the same activities like expert sessions, value addition programs, bridge courses etc must be organized to make students ready for emerging technologies. To support student development and encourage innovative projects we organize a number of events like invited lectures on special topics , seminars ,training programs etc. The Governing Members instructed to offer and conduct interdisciplinary workshops, seminars, conferences, training programs and expert lectures for faculty and students and have collaborations with variety of industries and institutes, national and international, in terms of having consultancy projects, collaborative research projects, establishing Center of Excellence, etc.

Agenda 9.4: Converting our strengths into success – Suggestions from Governing Council members

Resolution 9.4: The Governing Council members were suggested to have MOU's with Leading Industries so that the quality will be improved in all fields of Engineering and Technologies. The Governing Members discussed about the inauguration of Entrepreneurship Development Cell (EDC) which is to develop and strengthen entrepreneurial qualities in the budding engineers who are interested in starting their own business venture.

Agenda 9.5: Suggestion to overcome our weakness and threats and to achieve on Vision

Resolution 9.5: The each and every faculty members have to undergo the online certificate course for their respective subjects, hence the recent trends and advanced technologies will be updated. Our Principal Dr.A.Anbuchejian has been asked to monitor this type of activities among members of faculties for strengthening and give them more internship.

Agenda 9.6: Infrastructural facilities created and proposed

Resolution 9.6: The Governing members appreciated the Principal for the developmental activities of the college. The chairman informed the members that the Management has provided good infrastructural facilities to the College and a good beginning is made. The members reviewed about the approved infrastructure facilities like Smart Class Rooms for all the departments, Constructions of College open Auditorium, Compound wall, ladies hostel and Dome work.



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Agenda 9.7: Income and Expenses for 2017-2018 and Budget for 2018-2019

Resolution 9.7: The Principal presented the details of Income and Expenses for 2017-2018 (recurring expenditure and expenditure for capital items and fixed assets) and also Budget for 2018-2019 (proposed income and expenditure).

Agenda 9.8: Financial support from Management through Fee concession I Fee waiver, Cash awards from AEC and through Scholarship from TKVTSSMECT to Meritorious Students and Economically backward Students.

Resolution 9.8: The Governing Council has appreciated this novel scheme and advised to continue the same.

Agenda 9.9: Research and Development Activities

Resolution 9.9: The Governing members appreciated faculty members for publishing more numbers of quality research work in international as well as national books, journals and conferences. The Members encouraged the faculty and students to write research proposals, research papers. The Governing Members also encouraged the faculty members and students to file patents of the innovations which further leads to basic research and technology development. The members insisted that Intellectual Property Right (IPR) Cell involved in research and development projects and discussed about the establishment of incubation centre to provide a fertile ground for students and faculty to cultivate new research ideas.

Agenda 9.10: Faculty Performance Appraisal

Resolution 9.10: The Governing Council reviewed the faculty performance appraisal format and the procedure being followed. The Chairman appreciated our Principal for having the standard format for faculty performance appraisal from the beginning itself.

Agenda 9.11: Salary revision, increments for Teaching Staff and Non-Teaching Staff

Resolution 9.11: The Governing Council reviewed the current pay scale and DA paid to the faculty members. The Chairman asked suggestions from GC members about revising the salary. The Chairman told the Principal to find out the Institutions, which are competitors to AEC in paying good salary so that an in between point can be worked out. The Principal accepted to work out the details with the Accountant and submit proposal to the Chairman for approval.

Agenda 9.12: Training and Placement activities

Resolution 9.12: The Governing Council reviewed the placement statistics and appreciated the achievement made by the graduating students. In order to improve placement, the Chairman, Dr.A.S.Ganesan instructed that the Training & Placement Cell provides the infra-structural facilities to conduct group discussions, tests and interviews besides catering to other logistics. Besides collaborating with leading organizations and institutes in setting up of internship and training program of students, Governing Council members were suggested to enter into more number of MOUs with Industries / Corporate Houses for Student Internship, Inplant Training, Placement and Value –Added Courses.



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Agenda 9.13: Students' activities beyond curriculum, Achievements and Recognitions

Resolution 9.13: The Governing Council members expressed happiness about the Students' activities beyond curriculum, their achievements and recognitions. As regards the procedure for identifying the Best Outgoing Student of each branch, the Chairman, Dr.A.S.Ganesan, Director, Mr. N.V.Chandrasekar suggested to award the Best Outgoing Student Award of the Branch to the student who has secured highest CGPA (best academic performance) and to consider the overall performance for awarding the Best Outgoing Student of the College. The Principal accepted to revise the procedure accordingly to identify the Best Outgoing Students in order to present the awards to them during the upcoming Graduation day ceremony.

Agenda 9.14: Proposal to prepare documentation for submission to NAAC

Resolution 9.14: 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 November 2019

Agenda 9.15: Anna University Result Analysis

Resolution 9.15: The performance of students and analysis results of AY 2017-2018 for the Anna University Examinations were discussed and suggested to improve the overall pass percentage. The Governing member also suggested to conduct the remedial classes for slow learners.

Agenda 9.16: Staff Recruitment and discussion on relieving staff members

Resolution 9.16: To enhance the quality of delivery and promote the research activities in the institute, Member Secretary recommended the recruitment of faculty members with higher qualification (i.e) recruitment of the doctoral faculty members having research contribution. Understanding the role of experience and qualified faculty members, Chairman gave approval to start the recruitment of senior faculty members from the upcoming semester.

Vote of thanks

The meeting was concluded with vote of thanks Dr. A.Anbuchejian, Member Secretary and Principal, Annapoorana Engineering College.

The meeting came to its close at 02.00 pm.

Member Secretary
Dr. A. Anbuchejian

Principal, AEC

PRINCIPAL,
ANNAPOORANA ENGINEERING COLLEGE,
PERIYASEERAGAPADI (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 04.07.2017

| S.No | Item | Action Taken |
|------|---|---|
| 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, VET | The College conducted the Value Added Courses, Certificate Courses, VET approved by the Governing Council for the students based on category wise. |
| 4. | Curricular, Co-Curricular and Extra Curricular Activities | Students are permitted to attend the in-plant training and industrial visit. Students are allowed to attend various technical events/ competitions conducted by various reputed institutions. |
| 5. | Anna University Result Analysis | Standard academic system in place to take care of the slow-learners was implemented more effectively. |
| 6. | Training and Placement activities | The College conducted the Soft skill training, interaction programs, campus interview. |
| 7. | Admission Review | All the HODs and the Alumni association have a regular contact with the alumnus. |
| 8. | Promotion of higher education for staff. | Dr. T.Buvaneswari, CSE and Mr.Venkatesh, EEE completed Ph.D |
| 9. | Important Celebrations and Functions | The College celebrated the Graduation day, Sports day and College day in grand manner. |
| 10. | Faculty, Non-Teaching Staff recruitment, promotion and discussion on relieving staff members. | New faculties were appointed as per the AICTE norms |
| 11. | Courses offered and Students intake during 2017-2018 | Applied for ISO Certificate |
| 12. | NAAC Accreditation | The college initiated the NAAC Work and IQAC committee has been constituted to ensure the quality in all aspects |



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| 13. | Infrastructural facilities created and proposed | The college installed the CCTV cameras. The college also increased the bandwidth from 40 MBPS to 50 MBPS |
| 14. | Budget 2017-2018 | The requested budget was sanctioned by the members |
| 15. | Discuss about the HR Policy | HR Policy was framed by the Principal |
| 16. | Any other matter with the permission of the Chair | <p>Library Automation software (SOUL) and ERP software purchased and implemented.</p> <p>Construction of Rainwater harvesting work completed.</p> <p>The approved infrastructure facilities like Computer facilities and construction work like Seminar / Conference/Tutorial Halls has already begun and now in the finishing stage.</p> <p>The approved infrastructure facilities like Smart Class Rooms for all the departments, Constructions of College open Auditorium, Compound wall, ladies hostel and Dome work are in the process of creation.</p> |

Member Secretary

Dr.A. Anbuhezian

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

Chairman

Dr.A.S Ganesan

Chairman, AEC

CHAIRMAN
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