



# ANNAPOORANA ENGINEERING COLLEGE

(An Autonomous Institution)

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

Accredited by NAAC with 'A' Grade & Accredited by NBA (Civil, CSE & EEE)

2(f) & 12(B) Status as per UGC Act 1956

ISO 9001:2015 Certified Institution

NH-47, Sankari Main Road, Periyaseeragapadi, Salem-636308, Tamil Nadu.

[www.aecsaalem.edu.in](http://www.aecsaalem.edu.in)



AEC/GBM/2024-25/16

Date: 04.03.2024

## CIRCULAR

The Governing Body Meeting of our College has been scheduled under the Chairmanship of Mr.N.V.Chandrasekar, Chairman – Governing Body, AEC at Board Room on 09.03.2024 at 11.00am. All the Governing Body members are requested to attend the meeting to discuss on the following agenda.

### **AGENDA:**

- Agenda: 16.1 : To Review the minutes of previous Governing Body Meeting held on 20.05.2023 with ATR
- Agenda: 16.2 : To Review the minutes of Academic Council meeting held on 31.01.2024 and approve the suggestions made by the members
- Agenda: 16.3 : To Review the Result Passing Board Meeting Minutes and Academic Results
- Agenda: 16.4 : Quality Enhancement Initiatives
- Agenda: 16.5 : Research Activities
- Agenda: 16.6 : Placement Records
- Agenda: 16.7 : Faculty Recruitment
- Agenda: 16.8 : Faculty Performance Appraisal
- Agenda: 16.9 : Infrastructural Facility Improvements
- Agenda: 16.10 : Admissions: 2023 - 2024
- Agenda: 16.11 : Proposed Fees Structure for 2024-2025
- Agenda: 16.12 : Financial Resources - Budget and Expenditure
- Agenda: 16.13 : Strategic Plan
- Agenda: 16.14 : Any other matters to be discussed

Thanking you

Dr.A.Anbuhezian

Principal

(Ex-Officio – GB)

**PRINCIPAL**

Annappoorana Engineering College,  
Autonomous

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Periya Seeragapadi, Salem-636 3008.

### **Copy to**

1. All Governing Body Members
2. File



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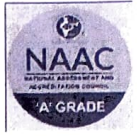
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## GOVERNING BODY MEMBERS : 2024 -2025

| S.No | Name                                  | Position  | Category            |
|------|---------------------------------------|---|---------------------|
| 1.   | Dr.S.Sharavanan                       | Chairman - TKVTSSMECT   | Trust/Management    |
| 2.   | Mrs.S.Annapoorani<br>Shanmugasundaram | Managing Trustee - TKVTSSMECT   | Trust/Management    |
| 3.   | Dr.A.S.Ganesan                        | Vice Chairman -TKVTSSMECT   | Trust/Management    |
| 4.   | Mr.N.V.Chandrasekar                   | Chairman - Governing Body - AEC   | Trust/Management    |
| 5.   | Mrs.S.Aruna Devi                      | Trustee - TKVTSSMECT  | Trust/Management    |
| 6.   | Prof.Dr.V.Sankara<br>Narayanan        | Professor, Department of Electrical &<br>Electronics Engineering, NIT, Trichy | UGC Nominee         |
| 7.   | Prof.Dr.K.Venkatesan                  | Associate Professor, Department of<br>Metallurgy, GCE, Salem                  | State Govt. Nominee |
| 8.   | Prof.Dr.V.Geetha                      | Professor, Department of EEE, GCE,<br>Salem                                   | University Nominee  |
| 9.   | Dr.K.Manivannan                       | Director - Industry & Academia<br>Relations - VMRFDU                          | Academia Expert     |
| 10.  | Mr.V.Lakshmana<br>Narayanan           | Guvi Geek Networks, Senior Manager,<br>Chennai                                | Industry Expert     |
| 11.  | Dr.A.Anbuchejian                      | Principal   | Ex-Officio          |
| 12.  | Dr.S.Subhashini                       | Director - Academics  | Member              |
| 13.  | Dr.R.Venkatesh                        | HoD - EEE   | Faculty             |
| 14.  | Dr.T.Buvaneswari                      | HoD - CSE   | Faculty             |

Dr.A.Anbuchejian

Principal

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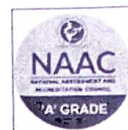
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## ATTENDANCE

Governing Body Meeting - 2024-2025 of Annapoorana Engineering College held on 09.03.2024 (Saturday) at 11.00 am in Board Room.

### Members Present :

| S.No | Name                               | Position   | Category            | Signature |
|------|------------------------------------|--|---------------------|-----------|
| 1.   | Dr.S.Sharavanan                    | Chairman - TKTSSMECT   | Trust/Management    |           |
| 2.   | Mrs.S.Annapoorani Shanmugasundaram | Managing Trustee - TKTSSMECT   | Trust/Management    |           |
| 3.   | Dr.A.S.Ganesan                     | Vice Chairman- TKTSSMECT   | Trust/Management    |           |
| 4.   | Mr.N.V.Chandrasekar                | Chairman - Governing Body - AEC  | Trust/Management    |           |
| 5.   | Mrs.S.Aruna Devi                   | Trustee - TKTSSMECT  | Trust/Management    |           |
| 6.   | Dr.V.Sankara Narayanan             | Professor, Department of Electrical & Electronics Engineering, NIT, Trichy | UGC Nominee         |           |
| 7.   | Dr.K.Venkatesan                    | Associate Professor, Department of Metallurgy, GCE, Salem                  | State Govt. Nominee |           |
| 8.   | Dr.V.Geetha                        | Professor, Department of EEE, GCE, Salem                                   | University Nominee  |           |
| 9.   | Mr.V.Lakshmana Narayanan           | Guvi Geek Networks, Senior Manager, Chennai                                | Industry Expert     |           |
| 10.  | Dr.K.Manivannan                    | Director - Industry & Academia Relations - VMRFDU                          | Academia Expert     |           |
| 11.  | Dr.A.Anbuchejian                   | Principal  | Ex-Officio          |           |
| 12.  | Dr.S.Subhashini                    | Director - Academics   | Member              |           |
| 13.  | Dr.R.Venkatesh                     | HoD - EEE  | Faculty             |           |
| 14.  | Dr.T.Buvaneswari                   | HoD - CSE  | Faculty             |           |

Dr.A.Anbuchejian  
Principal  
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Academic Year 2024-2025

## MINUTES OF THE GOVERNING BODY MEETING - 2024-2025

Governing body meeting of Annapoorana Engineering College held on  
09.03.2024 (Saturday) at 11.00 am at Board Room.

### GOVERNING BODY MEMBERS : 2024 -2025

| S.No | Name                               | Position   | Category            |
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| 9.   | Dr.K.Manivannan                    | Director - Industry & Academia Relations - VMRFDU                          | Academia Expert     |
| 10.  | Mr.V.Lakshmana Narayanan           | Guvi Geek Networks, Senior Manager, Chennai                                | Industry Expert     |
| 11.  | Dr.A.Anbuchejian                   | Principal  | Ex-Officio          |
| 12.  | Dr.S.Subhashini                    | Director - Academics   | Member              |
| 13.  | Dr.R.Venkatesh                     | HoD - EEE  | Faculty             |
| 14.  | Dr.T.Buvaneswari                   | HoD - CSE  | Faculty             |

**Dr.A.Anbuchejian**  
**Principal, AEC**  
**PRINCIPAL**

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**The Following Agenda were discussed and resolved:**

**Agenda 16.1 : To Review the minutes of previous Governing Body Meeting held on 20.05.2023 with ATR**

**Resolution 16.1 :** The minutes of the governing body meeting held on 20.05.2023 was ratified by the Governing Body after the review and also the Governing Body reviewed the action taken reports with respect to the suggestions given by the Members of the Governing Body during meeting and approved.

**Agenda 16.2 : To Review the minutes of Academic Council meeting held on 31.01.2024 and approve the suggestions made by the members**

**Resolution 16.2 :** The minutes of the academic council meeting held on 31.01.2024 and the various department BOS meeting minutes were placed before the governing body for approval and the same was resolved.

**Agenda 16.3 : To Review the Result Passing Board Meeting Minutes and Academic Results**

**Resolution 16.3 :** The principal presented the result analysis and highlighted the academic activities undertaken by the departments to enhance performance. The governing body approved the same and suggested to identify the weak students and conduct remedial classes especially for Mathematics and Physics

**Agenda 16.4 : Quality Enhancement Initiatives**

**Resolution 16.4 :** The principal communicated that three additional undergraduate programs—Automobile Engineering, Electronics & Communication Engineering, and Mechanical Engineering—have applied for accreditation by the NBA. The Quality Enhancement Initiatives include academia collaboration, MOUs, value-added courses, certificate courses, events, committees and cells, NAAC AQAR submission and installation of ICT tools in all classrooms were discussed and approved.



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## **Agenda 16.5 : Research Activities**

**Resolution 16.5** : The committee members recommended maximizing research grant opportunities by submitting proposals to all available funding agencies. They suggested exploring various sources for research funding, including government and non-government sources. Additionally, they emphasized the importance of actively pursuing Ph.D. completions, obtaining government and non-government funds, submitting research proposals, publishing in journals, participating in conferences, publishing books, establishing department-wise MOUs with proposed activities, securing patents, attending FDPs and workshops, and engaging in consultancy works.

## **Agenda 16.6 : Placement Records**

**Resolution 16.6** : The committee members highlighted the importance of maintaining robust placement records and suggested actively leveraging various avenues to enhance placement opportunities, including fostering collaborations with industries, organizing career development programs and facilitating internships for students.

## **Agenda 16.7 : Faculty Recruitment**

**Resolution 16.7** : The principal conveyed that faculty recruitment is currently ongoing to fill vacant positions within the institution

## **Agenda 16.8 : Faculty Performance Appraisal**

**Resolution 16.8** : The members proposed incorporating the following parameters into the faculty appraisal form: Teaching, Learning, and Evaluation; Research and Consultancy; Department and Institutional Development; and Awards and Recognitions. Additionally, for non-teaching staff, the parameters suggested are Years of service in the Institution, Skill Development undergone, and Contribution to laboratory maintenance and development.





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## **Agenda 16.9 : Infrastructural Facility Improvements**

**Resolution 16.9** : The members expressed appreciation for several accomplishments, including the installation of ICT tools in all classrooms, establishment of the Advanced Materials Research Laboratory (AMRL), enhancement of the Incubation Center with Bambu Lab XIE- D Printer, establishment of an Apple Authorized Training Centre, procurement of 100 new computer systems, acquisition of biomedical lab equipment, installation of LED strip lighting at the college entrance, campus-wide painting, and purchase of new furniture (benches & desks) for classrooms.

## **Agenda 16.10 :Admissions: 2023 - 2024**

**Resolution 16.10** :Admissions for the academic year 2023-2024 have been successfully completed, with an intake of 60 students per department.

## **Agenda 16.11 :Proposed Fees Structure for 2024-2025**

**Resolution 16.11** :The Governing Body Members approved the Fees Structure of the Institution for all its programs for the year 2024-2025 Annual Statement.

## **Agenda 16.12 :Financial Resources - Budget and Expenditure**

**Resolution 16.12** :The Governing Body Members verified and approved the Annual Statement of Accounts of the Institution. They also appreciated the financial support from the management through fee concession I Fee waiver, cash awards from AEC and through scholarship from TKVTSSMECT to meritorious students and economically backward students

## **Agenda 16.13 :Strategic Plan**

**Resolution 16.13** :The principal presented the revised strategic plans from the year 2023-2028 to achieve institution's long term strategic goals. The members appreciated the plan and also suggested to include academic result enhancements, admission strategy and placements

## **Agenda 16.14 :Any other matters to be discussed**

**Resolution 16.14** :The members deliberated on incorporating the institution's registration for NIRF 2024 and the ongoing process of inaugurating the SAE Club



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## Vote of thanks

The meeting was concluded with vote of thanks by Dr. A.Anbuchejian, Ex-Officio and Principal, Annapoorana Engineering College.

The meeting came to its close at 2.00 pm.

**Ex-Officio**

Dr. A. Anbuchejian

**PRINCIPAL**

Principal, AEC

Autonomous

NH-47, Sankari Main Road,

Periyaseeragapadi, Salem-636308.

To: The Chairman

**Chairman**

Mr. N.V. Chandrasekar

Chairman-Governing Body, AEC

**Mr. N.V. CHANDRASEKAR**

**CHAIRMAN**

Annapoorana Engineering College,

NH-47, Sankari Main Road,

Periyaseeragapadi, Salem-636308

## Copy to:

- The members of the Governing Body
- File





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## ACTION TAKEN REPORT for the minutes of meeting held on 20.05.2023

| S.N | Item   | Action Taken   |
|-----|--|--|
| 1.  | Review and Approval of the previous Governing Body Meeting Minutes with ATR                | -  |
| 2.  | Review and approval of the minutes of Academic Council meeting and Department BOS Meetings | -  |
| 3.  | Result Passing Board Meeting Minutes   | Remedial Classes are conducted for weak students for all Courses   |
| 4.  | Introduction of New Programs from the Academic Year 2023-24 onwards                        | The Three New UG Programs were started from the Academic Year 2023-2024  |
| 5.  | Co-Curricular Enhancements   | <ol style="list-style-type: none"><li>1. Three Faculty members from our College have cleared the assessments and have become as Apple certified Trainers.</li><li>2. IBM – Value Added courses have been commenced.</li></ol>  |
| 6.  | Research Activities  | <ol style="list-style-type: none"><li>1. The College received Student Project grant of Rs.8,05,000/- from MSME Idea Hackathon 3.0 - 2023 on the title “AI-Enabled Highway Safety Device Informing Guardians in Critical Situations to Prevent Accidents and Highway Hijackings” on 28.02.2024.</li><li>2. Department of Automobile &amp; ECE received Student Project Fund of Rs.7500/- each from TNSCST on 21.08.2023</li><li>3. Department of Mechanical Engineering received Design Patent grant for “Machine Learning Based Fruit Grading Machine” from The Patent Office , GOI on 04.03.2024.</li></ol> |

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|     |  |  |
|-----|--|--|
|     |  | <p>4. Registration of Research &amp; Development Center with Center of Research by the Department of Mechanical Engineering on 08.12.2023</p> <p>5. Proposal for Margadharshan scheme was submitted on 28.10.2023.</p> |
| 7.  | Strategic Plan                               | <p>1. Applied NBA for three more UG more Programs – Automobile, ECE and Mechanical Engineering.</p> <p>2. R &amp; D Center applied by Mechanical Engineering</p>   |
| 8.  | Faculty Recruitment                          | Faculty members are recruited as discussed.  |
| 9.  | Faculty Performance Appraisal                | Cash Awards are been awarded on Performance Basis.   |
| 10. | Infrastructural Facility Improvements        | <p>1. New Class rooms constructed</p> <p>2. Purchased 100 New Computer systems , Biomedical Lab Equipments &amp; New Furniture's</p>   |
| 11. | Quality Enhancement Activities               | NBA –Applied for 3 more UG Programs  |
| 12. | Financial Resources - Budget and Expenditure | -  |
| 13. | Fees Structure (2023-2024)                   | Implemented  |

**Ex-Officio**

Dr. A. Anbuhezian  
Principal, AEC

**PRINCIPAL**

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Periyaseeragapadi, Salem-636 308.

**Chairman**

Mr. N.V. Chandrasekar

Chairman-Governing Body, AEC

**Mr. N.V. CHANDRASEKAR**  
**CHAIRMAN**

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