

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



AEC/GBM/2024-25/17

Date: 05.08.2024

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 10.08.2024 at 11.00am. All the Governing Body members are requested to attend the meeting to discuss on the following agenda.

AGENDA:

Agenda: 17.1 : To Review the minutes of previous Governing Body Meeting held on 09.03.2024 with ATR

Agenda: 17.2 : To Review the minutes of Academic Council meeting held on 12.07.2024 and approve the suggestions made by the members

Agenda: 17.3 : To Review the Result Passing Board Meeting Minutes and Academic Results

Agenda: 17.4 : Quality Enhancement Initiatives

Agenda: 17.5 : Research Activities

Agenda: 17.6 : Placement Records

Agenda: 17.7 : Faculty Recruitment

Agenda: 17.8 : Faculty Performance Appraisal

Agenda: 17.9 : Infrastructural Facility Improvements

Agenda: 17.10 : Fees Structure

Agenda: 17.11 : Financial Resources

Agenda: 17.12 : Strategic Plan

Agenda: 17.13 : Any other matters to be discussed

Thanking you

Dr.A.Anbuchejian

Principal

(Ex-Officio – GB)

PRINCIPAL
Annapoorana Engineering College,
Autonomous
NH-47, Sankari Main Road,
Periyaseeragapadi, Salem-636308.

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1. All Governing Body Members
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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 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 Narayanan	Professor, Department of Electrical & Electronics Engineering, NIT, Trichy	UGC Nominee
7.	Prof.Dr.K.Venkatesan	Associate Professor, Department of Metallurgy, GCE, Salem	State Govt. Nominee
8.	Prof.Dr.V.Geetha	Professor, Department of EEE, GCE, Salem	University Nominee
9.	Dr.K.Manivannan	Dean - External Affairs, RMK Group of Institutions, RSM Nagar, Kaveripettai, Thiruvallur	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.Buvaswari	HoD - CSE	Faculty


Dr.A.Anbuchejian

Principal

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ATTENDANCE

Governing Body Meeting - 2024-2025 of Annapoorana Engineering College held on 10.08.2024 (Saturday) at 11.00 am in Board Room.

Members Present :

S.No	Name	Position	Category	Signature
1.	Dr.S.Sharavanan	Chairman - TKVTSSMECT	Trust/Management	
2.	Mrs.S.Annapoorani 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.	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	Dean - External Affairs, RMK Group of Institutions, RSM Nagar, Kaveripettai, Thiruvallur	Academia Expert	
11.	Dr.A.Anbuchezeian	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.Anbuchezeian

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Academic Year 2024-2025

MINUTES OF THE GOVERNING BODY MEETING - 2024-2025

Governing Body Meeting of Annapoorana Engineering College was held on 10.08.2024 (Saturday) at 11.00 am in Board Room. Dr.A.Anbuechezian, Principal and Ex-officio Member - Governing Body made the Presentation

The Following Agenda were discussed and resolved:

Agenda 17.1 : To review the minutes of the previous Governing Body Meeting held on 09.03.2024, along with the Action Taken Report.

Resolution 17.1 : The members reviewed and approved the minutes and the Action Taken Report of the previous Governing Body Meeting held on 09.03.2024.

Agenda 17.2 : To Review the minutes of Academic Council meeting held on 12.07.2024 and approve the suggestions made by the members.

Resolution 17.2 : The members reviewed the Minutes and the Action Taken Report of the Previous Academic Council Meeting held on 12.07.2024. They recommended presenting the opening and closing cut-off scores for admissions, as well as a list of approvals received from the Academic Council.

Agenda 17.3 : To Review the Result Passing Board Meeting Minutes and Academic Results

Resolution 17.3 : The members reviewed the academic results for the end semester examinations held in November/December 2023 for both undergraduate (UG: Semesters I, III, V, VII) and postgraduate (PG: Semesters I, III) programs. They provided the following suggestions:

- Display individual course marks along with the percentage.
- Conduct a thorough scrutiny of question papers to ensure alignment with the syllabus and learning outcomes.
- Standardize the difficulty level across all question papers to maintain consistency in assessment.



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Agenda 17.4 : Quality Enhancement Initiatives

Resolution 17.4 : The members reviewed the academic enrichment initiatives undertaken by the college and made the following recommendations:

- Present a comparative statement of the academic enhancements made in the previous year versus the current year.
- Develop a framework for continuous monitoring and evaluation of the quality enhancement initiatives to ensure sustained improvement.
- Ensure that the minutes of meetings and activities of the Sub-Committees are circulated to all Governing Body members well in advance of the meeting date to facilitate informed decision-making.

Agenda 17.5 : Research Activities

Resolution 17.5 : The members reviewed the research activities for the Academic Year 2023-2024 and provided the following suggestions:

Present a Comparative Statement: Prepare and present a comparative statement of research activities from the previous year and the current year, including the following details:

Overview of Research Activities

Previous Year: Number of Research Projects Initiated: [e.g., 15]

Number of Research Projects Completed: [e.g., 10]

Total Publications: [e.g., 50]

Number of Conferences Attended: [e.g., 8]

Research Grants Secured: [e.g., \$200,000]

Current Year:

Number of Research Projects Initiated: [e.g., 20]

Number of Research Projects Completed: [e.g., 12]

Total Publications: [e.g., 65]

Number of Conferences Attended: [e.g., 10]

Research Grants Secured: [e.g., \$250,000]



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Agenda 17.6 : Placement Records

Resolution 17.6 : The members reviewed the placement records and suggested the following additions:

- Include a list of companies that visited the college for placements.
- Provide details on the minimum, average, and maximum pay packages offered to placed students.

Agenda 17.7 : Faculty Recruitment

Resolution 17.7 : The members reviewed the faculty appointments made for the AI & DS, Biomedical, and IT departments and suggested the following additions:

- Include a comparison of the overall faculty strength as per norms versus the actual number of faculty appointed.
- Provide a cadre-wise categorization of the current faculty members, detailing their designations and departments.
- Outline any existing gaps in faculty positions and strategies to address these gaps.

Agenda 17.8 : Faculty Performance Appraisal

Resolution 17.8 : The members reviewed the Performance Appraisal Form, Appraisal Presentation Template, and the evaluation formats and suggested the following improvements:

- Include parameters for grading marks in the performance appraisal form to standardize evaluations.
- Incorporate student feedback into the appraisal process to provide a comprehensive assessment of faculty performance.
- Evaluate faculty based on student feedback for both theory and laboratory courses, and ensure that this evaluation is discussed in the Board of Studies (BOS) meetings.



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Agenda 17.9

: Infrastructural facility improvements

Resolution 17.9

: The members reviewed the existing infrastructural facility improvements made for the current year and suggested including the following details:

- A comparative statement of infrastructural improvements from the previous year and the current year.
- A breakdown of the budget involved in the improvements for both years.
- An analysis of how the budget allocation impacted the quality and extent of the improvements.
- Recommendations for future infrastructural investments based on the comparative analysis and budget review.

Agenda 17.10

: Fees Structure

Resolution 17.10

: The members noted the fees structure followed by the institution and requested that the following details be presented at the next meeting:

- Information on the scholarship amounts for SC, ST, BC, MBC, and management categories.
- Details regarding the Tamil Pudhalvan and Pudhumai Penn scholarships, including eligibility criteria and awarded amounts.

Agenda: 17.11

: Financial Resources

Resolution 17.11

: The members reviewed the Provisional Income/Expenditure Accounts, Balance Sheet, and the Budget Proposal for the year 2024-2025. They suggested including a comparative statement of revenue and expenses for the previous year and the current year to provide a clear overview of financial performance and budgetary trends

Agenda: 17.12

: Strategic Plan

Resolution 17.12

: The members discussed the strategic plans currently in progress, which are outlined for the period 2023-2028.



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Agenda: 17.13

: Any other matters to be discussed

Resolution 17.13

: Nil

Vote of thanks

The meeting was concluded with vote of thanks by Dr. S.Subhashini, Member, Governing Body, Annapoorana Engineering College.

The meeting came to its close at 2.00 pm.

Ex-Officio

Dr.A.Anbuhezian

Principal, AEC

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- File

Chairman

Mr.N.V.Chandrasekar

Chairman-Governing Body, AEC

Mr. N.V. CHANDRASEKAR

CHAIRMAN

Annapoorana Engineering College,

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