



# ANNAPOORANA ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)  
NH-47, Sankari Main Road, Periyaseeragapadi, Salem-636308, Tamil Nadu.  
[www.aecsaalem.edu.in](http://www.aecsaalem.edu.in)

## Internal Quality Assurance Cell

AEC/IQACMEETING/2020-2021/CIR14

Date: 14.10.2020

### CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 21.10.2020 at 11.00 am through Online Platform.

The points to be discussed in the meeting are as follows:

### AGENDA

- 1) Review of Action taken report of the previous meeting
- 2) Apply for Project funding and Grants
- 3) To file a Patent
- 4) Signing of MOUs with Institutes and Industries for Online Internships and Training
- 5) Conduct of Online Classes for subjects
- 6) Use of NPTEL Videos and U-Tube Videos for enhancing teaching-Learning Process
- 7) Conduct of Seminars, Guest Lectures & Training
- 8) Conduct of Quality Enhancement Programs
- 9) Enhancing OBE through Online Internship
- 10) Beginning of classes for First Year students through Online Mode
- 11) Conduct of Academic Administrative Audit
- 12) Conduct of placement drives

*S. Subhaashini*  
Co-ordinator – IQAC



#### Copy to:

1. Director-TKVTSSMEC Trust
2. All members of IQAC
3. Notice Board

*[Signature]*

Principal

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



# ANNAPOORANA ENGINEERING COLLEGE, SALEM

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## Internal Quality Assurance Cell

AEC/IQACMEETING/2020-2021/ 14

Date: 21.10.2020

Minutes of the meeting held at 11.00 am through Online Platform

### Members present

SL.NO	NAME	POSITION	DESIGNATION
1.	Dr.A.Anbuchezeian	Chair Person	Principal
2.	Mr.N.V.Chandrasekar	Representing Management	Director- TKVTSSMEC Trust
3.	Dr.V.Rajkumar	Academic Expert	Professor, GCE, Salem
4.	Dr.G.Maheswaran	Academic Expert	Principal, VSA Engineering College, Salem
5.	Mr.L.Gnana Prakash	Member	Director-Administration
6.	Mr.S.Palanisamy	Member	Finance Officer
7.	Dr. A. Rajesh Kumar	Member	Head - Automobile Engineering
8.	Mrs.R.S.Gandhimathi	Member	Asso.Prof - Civil Engineering
9.	Dr.S.Sharavanan	Member	Head - CSE
10.	Mr.B.Ramesh	Member	Head - ECE
11.	Dr.R.Venkatesh	Member	Head - EEE
12.	Dr.S.Senthil Kumar	Member	Head - Mechanical Engineering
13.	Dr.R.Kumaravel	Member	Examination Cell-Coordinator
14.	Dr.O.Saravanan	Secretary	Dean-1st Year
15.	Dr.S.Subhashini	Coordinator	Director-Academics



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16.	Dr.P.Gnanasekar	Member from Local Society	CEO-VMRF(DU)
17.	Mr.R.Bharanitharan	Member from Industry/Employer	CEO- Bharani Constructions, Salem
18.	Mr.T.Jayamurugan	Member from Industry	Senior Quality Inspector, Steel Plant, Salem
19.	Mr.C.Silambarasan	Alumni Member	Quantity Surveyor, KG Foundations Private Limited, Chennai
20.	Ms.S.Reena	Student Member	Final Year- Civil Engineering

Dr. A. Anbuhezian  
Principal, AEC

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## The following points were discussed

Sl.No	Points Discussed	Responsibility	Target date
<b>1.</b>	<b>Review of action taken of the previous meeting</b>		
	The IQAC coordinator reviewed the actions taken for the previous meeting	IQAC - Coordinator	-
<b>2.</b>	<b>Apply for Project funding and Grants</b>		
	The Representing Management instructed the Principal and HoDs to apply for Project Grants	Principal HODs	Before End of December 2020
<b>3.</b>	<b>To file a Patent</b>		
	The principal informed the departmental heads to file patents in their respective branches	Departmental Heads	Before End of July 2020
<b>4.</b>	<b>Signing of MOUs with Institutes and Industries for Online Internships and Training</b>		
	The Representing Management instructed IQAC coordinator, Heads of various Departments to sign MoUs with Institutes and Industries for Online Internships and Training	IQAC coordinator Departmental Heads	Frequently
<b>5.</b>	<b>Conduct of Online Classes for subjects</b>		
	The Principal instructed the Academic committee and the Heads of various departments to continue classes via online platform as per Academic Schedule	Academic Committee Departmental Heads	Till regular college begin
<b>6.</b>	<b>Use of NPTEL Videos and U-Tube Videos for enhancing teaching-Learning Process</b>		
	The Principal instructed the HoDs to use NPTEL and U-Tube Videos to be used for Teaching through Online	Departmental Heads	Routine
<b>7.</b>	<b>Conduct of Seminars , Guest Lectures &amp; Training</b>		
	The Representing Management instructed to conduct Quality Initiative programs such as FDPs, Seminars and Guest Lectures through Online platform	Principal Departmental Heads	Frequently
<b>8.</b>	<b>Conduct of Quality Enhancement Programs</b>		
	The Representing Management insisted on conducting various	Principal IQAC- Coordinator	Routine



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	Quality Enhancement programs and activities to suit the needs of the students, faculty members and the society	Departmental Heads	
<b>9.</b>	<b>Enhancing OBE through Online Internship</b>		
	The Representing Management insisted on students to attend online Internships	Departmental Heads	Once in a Semester
<b>10.</b>	<b>Beginning of classes for First Year students through Online Mode</b>		
	The Representing Management informed the Principal to begin Online Classes for First Year students as per Anna University Scheduled Dates	Principal	As per Anna University Scheduled Dates
<b>11.</b>	<b>Conduct of Academic Administrative Audit</b>		
	The principal instructed the IQAC Coordinator to conduct AAA	IQAC coordinator	Before November 2020
<b>12.</b>	<b>Conduct of placement drives</b>		
	The Principal instructed to conduct both On campus and Off campus placement Drives for the students	Placement Officer	Before the completion of the semester

IQAC Coordinator concluded the meeting by expressing gratitude towards all the members for their participation, valuable guidance and support.

Meeting Adjourned at 12.30pm

  
Coordinator – IQAC



  
Principal

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Copy to

1. Director-TKVTSSMEC Trust
2. All members of IQAC



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## Action taken report for the minutes of the meeting held on 21.10.2020

Sl.No	Action Plan	Action Taken
1.	Review of Action taken report of the previous meeting	-
2.	Apply for Project funding and Grants	Government funded projects under Women Technology Park, Anna University sponsored STTP (Civil & CSE), AICTE sponsored National Conference are applied, and results awaited.
3.	To file a Patent	2 International Patents and 3 National Patents are filed by our college faculty members
4.	Signing of MOUs with Institutes and Industries for Online Internships and Training	The following MoUs were inked: 1. Indian Infotech Pvt.Ltd, Namakkal on 27.11.2020 2. Electro Care Technology – 03.12.2020 3. Sriwin Electri – 17.12.2020 4. ICT Academy – 22.12.2020 3. Audaz Venture Pvt. Ltd – 07.01.2021 4. International Business Machines – 25.01.2021
5.	Conduct of Online Classes for subjects	Online Classes are conducted regularly by the faculty members through Online platform and Queries arising therefrom are cleared instantly.
6.	Use of NPTEL Videos and U-Tube Videos for enhancing teaching-Learning Process	NPTEL Videos and U-Tube Videos were used by the faculty members while teaching and the same are uploaded for student access.
7.	Conduct of Seminars ,Guest Lectures & Training	1. One month Entrepreneurship Development program for SC / ST aspiring / budding & Existing Entrepreneur sponsored by MSMS under National SC-ST HUB Scheme, implemented by EDII, Ahmadabad from 21.10.2020 - 28.11.2020 2. A guest Lecture on Cloud Computing – 21.10.2020 3. A Workshop on Internet of Things -28.10.2020 4. A Webinar on Interview Skills - 3.11.2020 5. Seminar on Introduction to PIC microcontrollers – 29.10.2020 6. Conduct of National Voter's Day – NSS –25.01.2021 7. Programming essentials in python-1.11.2020-31.12.2020
8.	Conduct of Quality Enhancement Programs	1. The College received 2(f) & 12(B) Status on 31.12.2020 2. The college had the NAAC Peer Team visit on 28 & 29.01.2021 and got accredited with A grade by NAAC on 02.02.2021



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9.	Enhancing OBE through Online Internship	<ol style="list-style-type: none"><li>1. Online Internships are insisted for final year students which would help them a long way in fetching good jobs in reputed companies. Students were also insisted to attend one month online internships to companies.</li><li>2. The Final year Students of ECE attended internship at VEI Technologies, Chennai for 7 days during the month of October 2020</li></ol>
10.	Beginning of classes for First Year students through Online Mode	<ol style="list-style-type: none"><li>1. Online Classes for the First year batch began on 04.11.2020 and the classes are conducted by the faculty members through Online Platform and Queries arising there from are cleared instantly.</li><li>2. A one week Bridge course was also organised for the Students. Regular classes are proposed to begin by 08.02.2021</li></ol>
11.	Conduct of Academic Administrative Audit	AAA was conducted by senior faculty members of the college between 16.11.2020 – 27.11.2020
12.	Conduct of placement drives	<p>Oncampus placement Drives :</p> <ol style="list-style-type: none"><li>1. United Infotech Pvt Ltd – 21.12.2021</li><li>2. Srimaruthi Electronics -24.12.2020</li><li>3. Avanze Technologies - 01.02.2021</li><li>4. Aerospace Engineering Pvt Ltd - 07.01.2021</li></ol> <p>Off campus placement Drives:</p> <ol style="list-style-type: none"><li>1. Hcl Technologies Ltd-Iomc – 15.12.2021</li><li>2. Flextronics Pvt Ltd – 07.01.2021</li><li>3. Sanmia Corporation – 19.01.2021</li><li>4. Faurecia Chennai -19.01.2021</li></ol>

*S. Subhasrinidhi*  
Co-ordinator – IQAC



*[Signature]*  
Principal

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