



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

Internal Quality Assurance Cell

AEC/IQACMEETING/2020-2021/CIR15

Date: 25.01.2021

CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 05.02.2021 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 Autonomous Status
- 3) Signing of MOUs with Institutes and Industries
- 4) Apply for Grants and funding
- 5) Conducting of Quality Enhancement Programs
- 6) Conduct of Regular classes for the final year students and offer project guidances
- 7) Organising of Seminars and Guest Lectures
- 8) Organising Alumni Meet
- 9) Conduct of Special courses
- 10) Organising Career Guidance and other placement training programs
- 11) Prepare for the BOS Meet
- 12) Extension of services to the Community
- 13) Conduct of Placement Drives

S. Subhaashini
Co-ordinator – IQAC

Copy to:

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



Dubha

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



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Internal Quality Assurance Cell

AEC/IQACMEETING/2020-2021/ 15

Date: 05.02.2021

Minutes of the meeting held at 11.00 am through Online Platform

Members present

SL.NO	NAME	POSITION	DESIGNATION
1.	Dr.A.Anbuechezian	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. R.Vivek	Member	Head - Automobile Engineering
8.	Mrs.R.S.Gandhimathi	Member	Asso.Prof - Civil Engineering
9.	Dr.O.Saravanan	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.S.Subhashini	Coordinator	Director-Academics
15.	Dr.P.Gnanasekar	Member from Local Society	CEO-VMRF(DU)
16.	Mr.R.Bharanitharan	Member from Industry/Employer	CEO- Bharani Constructions, Salem



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17.	Mr.T.Jayamurugan	Member from Industry	Senior Quality Inspector, Steel Plant, Salem
18.	Mr.C.Silambarasan	Alumni Member	Quantity Surveyor, KG Foundations Private Limited, Chennai
19.	Ms.S.Reena	Student Member	Final Year- Civil Engineering

Dr. A. Anbuhezian
Principal, AEC

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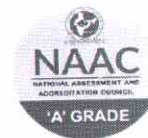
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The following points were discussed

Sl.No	Points Discussed	Responsibility	Target date
1.	Review of action taken of the previous meeting		
	The IQAC coordinator reviewed the actions taken for the previous meeting	IQAC - Coordinator	-
2.	Apply for Autonomous Status		
	The Representing Management insisted upon applying for the Autonomous status as discussed in the Governing Council meeting	Principal	Before 28.02.2021
3.	Prepare for the BOS Meet		
	The Principal instructed all HoDs to prepare for the BoS meet to be conducted in the forthcoming days	Academic Committee Hod IQAC Coordinator	At the earliest
4.	Signing of MOUs with Institutes and Industries		
	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
5	Apply for Grants and funding		
	The Representing Management instructed the Principal and HoDs to apply for Project Grants & Funds	Principal HODs	Frequently
6.	Conducting of Quality Enhancement Programs		
	The Representing Management insisted on conducting various Quality Enhancement programs and activities to suit the needs of the students, faculty members and the society	Principal IQAC- Coordinator Departmental Heads	Routine
7.	Conduct of Regular classes for the final year students and offer project guidances		
	The principal instructed the departmental heads to ask the final year students to attend the regular class if possible and to	Departmental Heads	Routine



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	offer both online and offline project guidances.		
8.	Organising of Seminars and Guest Lectures		
	The Principal instructed to HoDs to organise programs such as Seminars and Guest Lectures	Departmental Heads	Frequently
9.	Organising Alumni Meet		
	The Principal instructed the Alumni Cell Coordinator to organise an Alumni meet and there by promote student placements and to develop a rapport with the company / Industries	Alumni Cell Coordinator	Before End March 2021
10.	Conduct of Special courses		
	The Principal instructed the Academic Committee to coordinate with the various departments and conduct the special courses in a systematic manner	Academic Committee	Routine
11.	Organising Career Guidance and other placement training programs		
	The Principal instructed the Placement cell to organise various career guidance & Placement training programs to enhance placements of the students	Placement & Training Cell Incharge	Routine
12.	Extension of services to the Community		
	The Principal discussed upon the proposed Social responsible services to be rendered to the society	Rotract Club NSS	Frequently
13.	Conduct of Placement Drives		
	The principal instructed to place the students in reputed industries	Placement Officer	Routine

The Representing Management congratulated and appreciated the college team for their hard work and efforts made in getting 2(f) & 12(B) Status and NAAC "A" Grade accreditation.



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

Meeting Adjourned at 12.30pm

S. Subhaashini
Coordinator – IQAC



Copy to

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

[Signature]
Principal

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Action taken report for the minutes of the meeting held on 05.02.2021

Sl.No	Action Plan	Action Taken
1.	Review of Action taken report of the previous meeting	-
2.	Apply for Autonomous Status	Procedures and Document formalities for getting Autonomous Status were fulfilled and send to UGC through online on 11.02.2021 and submitted to Anna University in person on 15.02.2021. Representatives from Anna University also visited the college in the same regard on March 04, 2021.
3.	Prepare for the BOS Meet	The HoDs discussed among themselves regarding the BoS meet and started their preliminary work of contacting the Experts through mail for their participation in the meet
4.	Signing of MOUs with Institutes and Industries	MOUs were signed with the following institutions: 1. Integrity Inspection Services -16.4.2021 2. ICT Academy (Entrepreneurship Cluster Development Program) - 7.4.2021 3. VEI Technologies - 11.3.2021 4. N'Kisi - 5.3.2021 5. AEP Certification - 23.2.2021
5.	Apply for Grants and funding	1. Applied for a project under "Women Technology Park" 2. Applied for AICTE sponsored Conference 3. Applied for IEI sponsored Workshop 4. Applied for NCSTC funding Project
6.	Conducting of Quality Enhancement Programs	1. An Agreement with Dr. Mahalingam College of Engineering & Technology was entered as a collaboration for Quality Initiative related to Academic & Research Activities. 2. IIC registration was made
7.	Conduct of Regular classes for the final year students and offer project guidances	Final year students for whom attending the regular classes were possible were attending the college. Project guidance were given to them in person, and for those who were not in a situation to attend were given online guidance
8.	Organising of Seminars and Guest Lectures	List of events conducted are attached separately
9.	Organising Alumni Meet	Alumni Meet was organised on 21.03.2020. Mr. T.M. Ravichandran, U-Tuber - "Pasumai Vivasaya Ullagam" was the Special Guest for the programme.
10.	Conduct of Special courses	The VAC and Certificate Courses are conducted in a systematic manner through online platform



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11.	Organising Career Guidance and other placement training programs	Career Guidance program : 1. HCL Technologies, Chennai 2. N'Kisi Training Institute Guidance for Higher Education: 1. Unacademy (GATE & ESE)- 8.2.2021
12.	Extension of services to the Community	1. Blood Donation Camp – NSS – 19.02.2021 2. National Science Day – Webinar – NSS – 28.02.2021 3. World water Day – Webinar – 22.03.2021 4. How to Avoid Hacking Awareness presentation – 05.02.2021 5. Rotract Club BOD Motivational Talk – 12.03.2021
13.	Conduct of Placement Drives	1. Changepond Technologies pvt Ltd - 24.03.2021 (Offcampus) 2. Megawin Switch Gear Private Limited -28.04.2021 (On-campus)

S. Subhasini
Coordinator – IQAC



[Signature]
Principal

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List of events conducted are as follows:

S.No	Dates	Title of the programme
1.	17.02.2021	A Guest Lecture on Innovation and Entrepreneurship
2.	06.03.2021	A Seminar on Cyber Security
3.	06.03.2021	A guest Lecture on Inquiring the Propped and Fixed Beam
4.	13.03.2021	A guest Lecture on Influence Lines On Determinate Beams
5.	22.03.2021	A guest Lecture on Scope Of Civil Engineering
6.	16.03.2021	A Webinar on Human Values and Professional Ethics
7.	23.03.2021	A Seminar on Cyber Security
8.	01.03.2021 - 10.04.2021	Employability Skill Training in Technology
9.	03.03.2021	National Defense Day
10.	08.03.2021	International Women's Day
11.	13.03.2021	One Day Seminar on Application of Mathematics in Day to Day Life
12.	21.03.2021	Alumni Meet
13.	22.03.2021	Placement Cell Let Curiosity Drive You
14.	23.04.2021	Workshop on Recent Trends in Big Data
15.	12.04.2021	A guest Lecture on Pavement Engineering
16.	16.04.2021	A Webinar on Present Situation Of Environmental Condition And Water Supply
17.	21.04.2021	A guest Lecture on Construction Techniques And Practices
18.	09.04.2021	Workshop on Mobile App Development
19.	16.04.2021	Workshop on "How to Make Technical Path With Math Techniques"
20.	19.04.2021	A Guest Lecture on PQT And PRT
21.	22.04.2021	One Day Webinar on Devil Out
22.	22.04.2021	Webinar on Recent Trends in Finite Element Analysis
23.	01..3.2021- 10.04.2020	Employability skill training in Technology