



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

## Internal Quality Assurance Cell

AEC/IQACMEETING/2018-2019/ CIR07

Date: 22.12.2018

### CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 02.01.2019 at Dr. A. Shanmugasundaram Seminar Hall at 10.00 am.

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

### AGENDA

1. Review of Action taken report of previous meeting
2. The progress of NAAC activities were reviewed
3. Teaching-Learning enhancements
4. Conduct of Quality initiatives Programmes for Student
5. Placements for the final year students
6. Developments in infrastructural facilities
7. Review of OBE
8. Using of NPTEL Lecture videos for teaching

*S. Subhaashini*  
22/12/18  
Co-ordinator – IQAC

*[Signature]*  
22/12  
Principal

### Copy to:

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



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



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## The following points were discussed

Sl.No	Points Discussed	Responsibility	Target date
1.	<b>Review of action taken report of the previous meeting</b>		
	The IQAC coordinator reviewed the actions taken for the previous meeting held on 05.09.2018	IQAC - Coordinator	-
2.	<b>The progress of NAAC activities were reviewed</b>		
	The principal reviewed the Progress of work done in NAAC accreditation process. He instructed the NAAC coordinator to complete the tasks assigned on-time	NAAC Coordinator	May 2019
3.	<b>Teaching-Learning enhancements</b>		
	The principal suggested Brainstorming and video demonstration methods to be used to enhance the teaching-learning process	HODs All faculties concerned	Routine
4.	<b>Conduct of Quality initiatives Programmes for Student</b>		
	The Representing Management insisted to conduct quality initiative programmes for students	Principal HODs	Routine
5.	<b>Placements for the final year students</b>		
	The Representing Management insisted on student placements in core industries.	Principal HODs Placement officer	Routine
6.	<b>Developments in infrastructural facilities</b>		
	The principal informed the members about the ongoing infra-structural developments going on in the college.	Principal	Before end of May 2019
7.	<b>Review of OBE</b>		
	The principal insisted the faculty to focus on Leadership and	HODs All faculty members	Routine



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	Teamwork among students as part of their co-curricular activities.	concerned	
8.	<b>Using of NPTEL Video lecturing for teaching</b>		
	The Principal instructed to use more of NPTEL Video lecturing as an innovative teaching-learning methodology	HODs	Routine

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

Meeting Adjourned at 12.00 pm

*S. Subhaashini*  
2/1/19  
Coordinator – IQAC

**Copy to:**

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



*[Signature]*  
Principal 2/1

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Action taken report for the minutes of the meeting held on 02.01.2019

Sl. No	Action Plan	Action Taken
1.	Review of Action taken report of previous meeting	-
2.	The progress of NAAC activities were reviewed	Criteria wise incharges verify that the documentation for NAAC Accreditation work is going on. All necessary measures are taken by NAAC coordinator and criteria incharges to complete the tasks assigned on-time.
3.	Teaching-Learning enhancements	1. Remedial classes are conducted for slow learners 2. Brainstorming and video demonstration methods are used in class lectures. 3. Tutorials, class tests and assignments are given to further improve the performance of the students academically.
4.	Conduct of Quality initiatives Programmes for Student	1. Seminar on "Future paradigms in Engineering- Roadmaps for manufacturing and Design, Engines and service sectors Thermofluids" - 05.01.2019 2. Workshop on Advanced Electronic Technologies - 02.03.2019
5.	Placements for the final year students	1) MOUs were signed with industries for students Training and Placements: Microsun Technologies-28.01.2019
6.	Developments in infrastructural facilities	1. Smart Boards were purchased & installed 2. Solar Online Grid installation process started 3. Installation of CAMU ERP for Digital Campus, which enables institution to generate automated reports on all aspects of administration and academics. 4. CCTV Cameras were installed in the computer centre
7.	Review of OBE	1. As a part of OBE, to develop leadership and teamwork among students, Role plays, Group discussions and special lectures given during placement training classes. 2. The students are instructed to undertake Internship & Inplant Training in the month of June 2018 & January 2019 and Industrial Visit in August of the AY 2018-2019 : Industrial Visit : 05 Inplant Training : 20

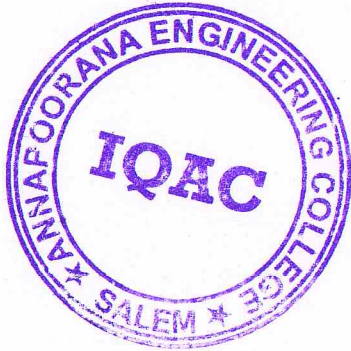


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		Internship : 15
8.	Using of NPTEL Video lecturing for teaching	NPTEL video lecturing followed by all faculties ,mainly for demonstrations and drawings.

*S. Subhaashini*  
3/3/19  
Coordinator – IQAC



*[Signature]*  
Principal 23/3  
PRINCIPAL,  
ANNAPOORANA ENGINEERING COLLEGE,  
PERIYA SEERAGAPADI (P.O).  
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