

**Internal Quality
Assurance Cell (IQAC)**

(2020-2021)

06.01.2021



AAA COLLEGE OF ENGINEERING & TECHNOLOGY
 (Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
 Amathur, Sivakasi - 626 005.

AAA/Academic/20-21/35A

30/12/2020

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Circular

The Second Internal Quality Assurance Cell (IQAC) meeting for the academic year 2020-2021 has been planned to conduct on 6th January 2021 at 10:30 AM at IQAC Board room along with its executive body members. All the IQAC Members are hereby informed to attend the meeting without fail.

Agenda for discussion

1. Minutes of the previous meeting
2. NAAC peer review committee visit and related work
3. NBA Initiative
4. 5S – Philosophy
5. MoU with Industry/Organizations
6. Online Examination (MCQ –Type)
7. Establishment and Inauguration of Texas Instrument lab
8. Development of research and project laboratory
9. Academic audit
10. Implementation of Innovative teaching methods in Google Class room
11. Institution's Innovation Council (IIC) activities and Star rating achievement
12. Submission of student's project proposal under TNSCST funding scheme.
13. Placement activity
14. Awareness program on "Carrier Guidelines for engineering students"
15. Ph.D registration
16. Faculty – appreciation and Incentives
17. Alumni Survey feedback collection
18. Others, If any


 Coordinator (IQAC)

Dr. S. Sevugarajan


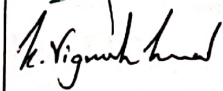
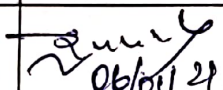
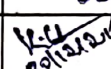

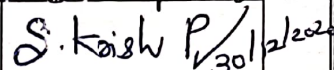
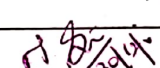


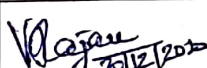

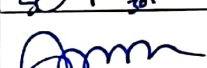

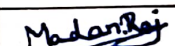
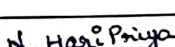
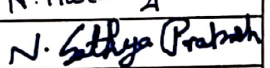
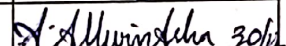
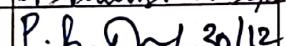
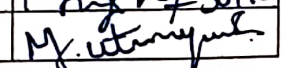

 Chair Person


Dr. M. Sekar


Encl: List of IQAC members

Copy to: 1. All IQAC- Committee members
 2. Office

List of IOAC members as below:

Title	Committee members	Signature
Chair Person	Dr. M.Sekar , Principal	
Management Representative	Dr. K.Vignesh Kumar, Joint Secretary	
Academic Expert	Dr. K.Srithar, Professor, Dept. of Mechanical Engineering, Thiagarajar College of Engineering, Madurai.	 06/01/21.
Members from Administration	Mr.K.Chandra Prakash, Administrative Officer Mr. Balagurusamy, Office Manager	 30/12/20  30/12/20
Members of Faculty	Dr.S.Krishnapriya, Professor & Head, Department of Civil Engineering	 30/12/2020
	Dr. J.Sutha, Professor & Head, Department of CSE	
	Dr. C.Senthil Kumar, Professor & Head, Department of EEE	 30/12/2020
	Dr. P.SeeniKannan, Dean, Professor & Head, Department of Mechanical Engineering	 30/12/2020
	Mr.V.Thiraviarajan, Assistant Professor, Department of Science & Humanity	 30/12/2020
IQAC Coordinator	Dr. S. Sevugarajan, Professor & Head, Department of ECE	 30/12/2020
Nominee from Industry	Mr.Rajendran Subramanian B.E,M.Tech (IIT) CEO & Founder, Anna Nagar West Extensn, Chennai – 101.	
Local Society	Mr.P.Sattanathan B.SC.,P.G.D.C.A.,M.A., Food Safety Officer, Virudhunagar – Municipality Block, Virudhunagar.	 30/12/2020
Alumni Member	Mr. S.Madan Raj, CIVIL – 953714103019 (2014 – 2018)	
	Mr. S.Raj, EEE – 953713105023 (2013 – 2017)	
Student Members	N .HariPriya– IV CIVIL (953717103008)	
	N. Sathya prakash – III CSE (953718104026)	
	A.Allwin Asha – IV ECE (953717106002)	 30/12/2020
	P. Kasinathan -- IV EEE (953717105018)	 30/12/2020
	M. Uthadiyan - III Mech (953718114012)	


Coordinator (IQAC)
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MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

Ref.NO. AAACET/IQAC-MoM/2020-2021/02

The second IQAC meeting for this academic year 2020-2021 has been conducted on 6th January 2021 during 10.30 am - 1.00 pm at IQAC Board Room, AAA College of Engineering and Technology, Sivakasi. Dr. M.Sekar, Chair person, welcomed the members of IQAC meeting followed by review presentation made by Dr. S. Sevugarajan, Professor & Head, Department of ECE, Coordinator of IQAC and the following IQAC members were attended the meeting.

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The following points were discussed

Review of minutes of previous IQAC Meeting and action taken report on the decisions of the previous meeting. The last IQAC meeting was held on 16th July 2020 at 10:30 a.m through online google meet. The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of meeting of were approved by the IQAC members.

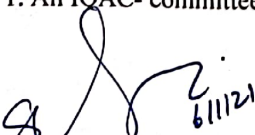
- IQAC Coordinator informed the committee that the tentative NAAC peer committee visit that was scheduled during the period of 27Nov – 24Dec 2020 (27.11.2020 - 28.11.2020, 11.12.2020 - 12.11.2020 & 23.12.2020 - 24.12.2020) was postponed due to COVID'19 pandemic situation and rescheduled during the period of 22 Jan – 20 Feb 2021 (22.01.2021 - 23.01.2021, 05.02.2021 – 06.02.2021 & 19.02.2021 – 20.02.2021) and now it was confirmed that the NAAC peer team will visit our college on 19th and 20th Feb. 2021. In this regard, the chairman and coordinator of IQAC asked all criteria coordinators and faculty members to update their criteria files with recent updates. Also, suggestions and recommendations were given by committee members regarding the completion of pending NAAC related works.

- It was decided to apply for NBA Accreditation for the Computer Science and Engineering, Electronics and Communication Engineering and Mechanical Engineering department. Concerned heads informed that they have prepared their NBA pre-qualifier report and is ready for submission.
- The chair person explained the importance of 5S – Japanese Philosophy (Housekeeping) and also, he recommended the implementation/practices of 5S in our Institution for providing a methodology for organizing, cleaning, developing and sustaining a dynamic work environment.
- The chair person insisted all the Heads of the departments to have functional MoUs with Industry/Organization for the development of Industry-Institute Interaction.
- Due to the COIVD'19 pandemic situation, Controller of Examination, Anna University of Chennai has planned to conduct final end semester examination for students through online mode only. The coordinator asked faculty members, to inform the same to the students and give proper guidelines, rules to be followed during their online examination.
- It was suggested to establishment Texas Instrument (TI) Innovation laboratory in our college during last IQAC meeting held on 16th July 2020. Regarding this initiative, room number 2222 was identified for setting up the TI Innovation Lab and the necessary Launch pads and development kits were procured and all the items reached the college on 4th January 2021. It is planned to inaugurate the TI laboratory during first week of Feb. 2021.
- Chairman insisted the department heads to identify appropriate rooms for research and project laboratory to keep the students mini/main projects, posters and faculty, students research publications to enhance the technical and research knowledge in various domains.
- IQAC Coordinator informed that the audit for both theory and laboratory courses for the academic year 20-21 odd semester will be held during the last week of February considering the University theory exams.
- IQAC coordinator insisted the faculty to effectively use Google class rooms for all the subjects and need to include content beyond syllabi for all the five units. He also insisted to use various innovative teaching methods during their course delivery to enhance the student's learning outcomes.
- The chairman congratulated the Institution's Innovation Council (IIC) of AACET for achieving 3.5 Star Rating for the academic year 2019-2020 and also insisted the IIC, President to execute the Council's activities as per Ministry of Education (MoE) formerly it was represented as MHRD). A separate room (1008) has been allotted for IIC to carry out all the IIC related activities at our college.

- The chairman asked to organize awareness program to all faculties about new National Educational Policy: 2020 released by Ministry of Education, Central Government of India.
- The chairman asked all department heads to organize “TECHNOFEST-2021” (Hardware demo model display) in association with IIC for developing experimental/ proto type model and to promote our student’s innovative capabilities.
- The IQAC congratulated Dr. R. Meenaprakash, Associate Professor, Department Electronics and Communication Engineering for receiving financial grants from TNSCST. Also insists the faculty member to prepare and submit more research proposal under this scheme to avail financial grant for students’ projects.
- The chairman asked all committee in charges, to update the students and faculty committee members list and also encouraged them to conduct related events frequently for the benefit of our students’ community.
- The chairman insisted to take great part in providing sufficient training and development programs in both technical as well as soft skills development activities for improving the placement record of our institution.
- The IQAC coordinator asked to conduct an awareness program on “Carrier Guidelines for engineering students” to promote their future career well in advance with opportunities available.
- The chairman insisted the faculties to register for Ph. D as it may become as a mandatory qualification for working in an engineering college by 2022. For encouraging the faculties’ research activities, it is decided to continuously providing incentives to concerned faculty for book publications, publishing research papers in reputed journal and in International/National Conferences.
- IQAC coordinator informed the committee that Alumni survey feedback will be collected from the passed-out alumni students at the end of every academic year in addition to the other feedbacks collected from various stakeholders from this academic year onwards as a quality measure to strengthen the feedback mechanism.

IQAC Coordinator proposed the date for the next meeting and unanimously decided tentatively scheduled during the month of JUNE/JULY 2021.

CC: 1. All IQAC- committee members 2. Office


Coordinator (IQAC)

Dr. S. Sevugarajan


Chair Person

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Coordinator (IQAC)

Dr. S. Sevugarajan

Chair Person.

Dr. M.Sekar