



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

22/07/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)


Circular

The First Internal Quality Assurance Cell (IQAC) meeting for the academic year 2019-2020 has been planned to conduct on 29<sup>th</sup> July 2019 at 10:30 A.M at the Principal's office along with its executive body members. All the IQAC Members are hereby informed to attend the meeting without fail.

Agenda for the meeting is as below:

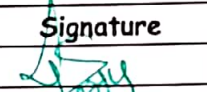
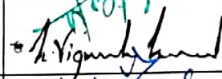
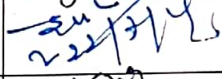
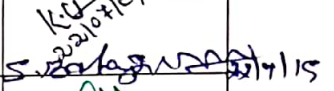
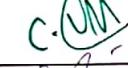

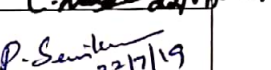
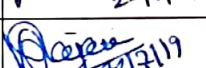

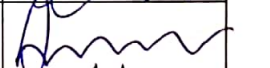

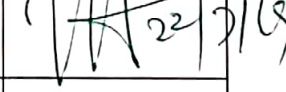
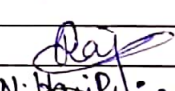
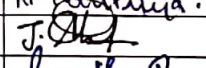
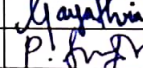
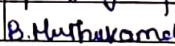


1. Minutes of the previous meeting
2. NAAC- Accreditation and Pre-accreditation exercise
3. Establishment of new laboratory
4. Updation of professional laboratory
5. Innovative teaching methods
6. Faculty appreciation
7. GATE examination awareness
8. Innovation day celebration
9. Establishment of MHRD institution Innovation Council
10. Web link updations
11. Ph.D registration
12. Faculty - Incentives
13. Placement activity
14. Others, IF any


  
Coordinator (IQAC)  
Dr. S. Sevugarajan

  
Chair Person  
Dr. M. Sekar

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

List of IQAC Committee members are as below:

Title	Faculty members/Head	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.	
Members from Administration	Mr.K.Chandra Prakash, Administrative Officer Mr. Balagurusamy, Office Manager	
Members of Faculty	Prof. C. Ramesh Babu, Associate Professor & Head, Department of Civil Engineering	
	Dr. J.Sutha, Professor & Head, Department of CSE	
	Dr. C.Senthil Kumar, Professor & Head, Department of EEE	
	Dr. P.SeeniKannan, Dean, Professor & Head, Department of Mechanical Engineering	
	Mr.V.Thiraviarajan, Assistant Professor, Department of Science & Humanity	
IQAC Coordinator	Dr. S. Sevugarajan, Professor & Head, Department of ECE	
Nominee from Industry	Mr.Rajendran Subramanian B.É,M.Tech(IIT) CEO & Founder, Anna Nagar West Extensn, Chennai - 101.	
Local Society member	Mr.P.Sattanathan B.SC.,P.G.D.C.A..M.A., Food Safety Officer, Food Safety and Standards Authority of India (FSSAI), Virudhunagar.	
Alumni Member	Mr. S.Madan Raj, CIVIL - 953714103019 (2014 - 2018)	
	Mr. S.Raj, EEE - 953713105023 (2013 - 2017)	
Student Members	N .HariPriya- III CIVIL (953717103008)	
	J. Aheesh - IV CSE (953716104001)	
	R. Gayathri - IV ECE (953716106015)	
	P. Kasinathan - III EEE (953717105018)	
	B. Muthukamatchi - IVMech (953716114021)	

  
Coordinator (IQAC)  
Dr. S. Sevugarajan

  
Chair Person  
Dr. M.Sekar



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**MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING**  
Ref.NO. AAACET/IQAC-MoM /2019-2020/01

The first IQAC meeting for this academic year 2019-2020 was conducted on 29<sup>th</sup> July 2019 during 10 am - 1.00 pm at IQAC Board Room, AAA College of Engineering and Technology, Sivakasi.

Dr. M.Sekar, Chair person, welcomed the new 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.

Title	Committee members
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.
Members from Administration	Mr.K.Chandra Prakash, Administrative Officer Mr. Balagurusamy, Office Manager
Members of Faculty	Prof. C. Ramesh Babu, Associate Professor & Head, Department of Civil Engineering
	Dr. J.Sutha, Professor & Head, Department of CSE
	Dr. C.Senthil Kumar, Professor & Head, Department of EEE
	Dr. P.SeeniKannan, Dean, Professor & Head, Department of Mechanical Engineering
	Mr.V.Thiraiviarajan, Assistant Professor, Department of Science & Humanity.
IQAC Coordinator	Dr. S. Sevugarajan, Professor & Head, Department of ECE
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.
Alumni Member	Mr. S.Madan Raj, CIVIL - 953714103019 (2014 - 2018)
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	P. Kasinathan - III EEE (953717105018)
	B. Muthukamatchi - IV Mech (953716114021)

### Agenda for discussion

1. Minutes of the previous meeting
2. NAAC- Accreditation and Pre-accreditation exercise
3. Establishment of new laboratory
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5. Innovative teaching methods
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7. GATE examination awareness
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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 4<sup>th</sup> January 2019 at 11:00 a.m. The minutes of meeting were readout with a formal discussion with all IQAC members. The IQAC members approved these minutes of meeting of. The meeting was conducted exclusively for assessing the progress of NAAC related activities and evaluation purpose.

- A brief NAAC Peer team committee's report (Criteria wise) has been presented and a meticulous discussion is made on suggestions and recommendations given by members for over all development of Institution.
- Discussion on student satisfaction survey as per NAAC questionnaire.
- It was decided to establish a new Renewable laboratory for power electronics for EEE department as per the regulation 2017 mentioned by Anna University, Chennai.
- The committee requested the management for upgrading (II-Phase) the present Internet of Things (IoT) laboratory.
- The committee insisted the faculty to use innovative teaching method during their course delivering to enhance the students learning capability. As a part, it is decided to conduct an orientation program on Google classroom.

- The IQAC congratulated Dr.Sudha, Head of the department CSE and Mr.R.Senthilkumar , Assistant Professor, Department of Mathematics for receiving financial grants from TNSCST.
- It was decided to conduct an awareness program on GATE Examination for the final and pre-final year students.
- It is planned to conduct "Innovation day" celebration for promoting the students innovative ideas.
- As per the direction from MHRD, it is decided to establish Institution Innovation Council (IIC) in our campus for creating innovative thoughts among the students and developing leadership qualities to become as an Entrepreneur.
- The IQAC/NAAC coordinator requested the chairperson to create a separate web link for IQAC and NAAC in the college website and to upload with required data.
- 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. To encourage the faculties for registering their Ph.D., it was decided to give incentives as per the updated HR policy.
- For encouraging the faculties' research activities, it was decided to provide incentives to concern faculty for book publications, publishing research papers in reputed journal and in International/National Conferences.
- Since Dengue fever is becoming common, it was decided to conduct an awareness program on Dengue fever for both faculty and students.
- The chairperson 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.

IQAC Coordinator proposed the date for the next meeting and unanimously decided tentatively scheduled during the month of January 2020.

  
 Coordinator (IQAC)  
 Dr. S. Sevugarajan

  
 Chair Person  
 Dr. M. Sekar

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



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**INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON  
29.7.2019 - ATTENDANCE SHEET**

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Coordinator (IQAC)  
Dr. S. Sevugarajan

Chair Person  
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