



PMC TECH
Er. PERUMAL MANIMEKALAI COLLEGE OF ENGINEERING
(Approved by AICTE & Affiliated to Anna University, Chennai
NAAC A Grade & An ISO 9001:2015 Certified Institution)
Krishnagiri-Hosur National Highway, Koneripalli, Hosur-635117



Internal Quality Assurance Cell

Minutes of Meeting held on: 14.05.2022

Next meeting of IQAC Cell is proposed on: 14.09.2022

Venue: PMC Tech

Time: 11:00 am

Members present	<ol style="list-style-type: none">1. Shri.P.Kumar., Management Representative, PMC TECH.2. Dr.S.Chitra., M.E.,Ph.D., Principal, IQAC Chairman, PMC TECH.3. Dr.M.Sahithullah., M.E.,Ph.D., IQAC Coordinator, PMC TECH.4. Dr.R.MallikarjunaVaggar.,M.E., Ph.D., PMC TECH5. Dr.D.Zealakashmi., M.E.,Ph.D., PMC TECH6. Dr.B.Madhusudhanan., M.E.,Ph.D., PMC TECH7. Dr.V.Vijayakumari., M.E.,Ph.D., PMC TECH8. Dr.K.Kalaiselvan., M.E.,Ph.D., PMC TECH9. Dr.A. Mahesh.,M.E.,Ph.D., PMC TECH10. Dr.M.Rajagopal,M.E.,Ph.D., PMC TECH11. Dr.SP.Prabhakaran,M.Sc.,Ph.D., PMC TECH12. Dr.P.Mohanraj, M.E.,Ph.D., PMC TECH13. Mrs.M.Anjelinrosy.,MCA,M.Phil., PMC TECH14. Dr.S.N.Deepa.,M.E.,Ph.D., Professor/EEE, NIT, AP15. Mrs.N.Padmavathi, Finance Officer, PMC TECH16. Dr.J.Vijayakumar,M.A.,Ph.D., PMC TECH17. Dr.N.Sekar, Member from Local Society18. Ms.K.S.DivyaLatha, IV ECE, PMC TECH, Hosur.19. Mr.MohammedTanveer Alumni, SKF India Ltd , Bangalore.20. Mr.V.Nagaraj, Industry, AGM, TAB INDIA, Hosur-635126.21. Mr.M.Yogeeskumar, Industry, Project Lead, L&T InfoTech, Chennai.22. Mr.M.Ilango, Parent, Consultant Automobiles, Krishnagiri
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Sl.No	Agenda
01	Addition and approval of programmes
02	Quality of question papers & Assignment
03	Project review meetings
04	Co-Curricular Action plan & review
05	NPTEL Assignments Review
06	Review of External FDP/STTP
07	Review of Faculty Publications
08	Review of academic audit
09	5S Implementation
10	Existing MOU - Action Plan
11	Add on & Value added courses
12	Placement Review
13	Admission strategy & review

Sl. No.	AGENDA	DISCUSSION	DECISIONS	RESPONSIBILITY
1	Welcome	All the IQAC members were welcomed & the meeting was called to order of agenda.		
2	To read and approve the minutes of previous management meeting	The minutes of last meeting were read & discussed and approved		
3	Addition and approval of programmes	Discussed about the new courses and additional intake	It was resolved to go for two new courses in UG programmes in emerging areas that are B.Tech- Artificial Intelligence and B.Tech Computer Science and Business System and it was also proposed to go for additional Intake in B.E Computer Science and B.Tech Information Technology	Dr.S.Chitra Principal
5	Quality of question papers & Assignment	Discussed about all internal question papers & Assignments	It is resolved to prepare question papers based on the blooms taxonomy knowledge level.	HODs
6	Project review meetings	Discussed about quality of Projects	It is resolved to engage industry projects and each sem to conduct 3 projects reviews.	HODs
7	Co-Curricular Action plan & review	Discussed about review of co curricular action plan	It is resolved to prepare co curricular action plan based on Gaps identified by the subject, Professional body activity and MOUs.	IQAC coordinator

8	NPTEL Assignments Review	Discussed about NPTEL enrollment and assignment completion review	It is decided to all faculty to enroll NPTEL registration and informed to submit assignments in time.	NPTEL SPOC
9	Review of External FDP/STTP	Discussed about FDP organized and attended details	It is decided to organize more FDP related to teaching pedagogy	IQAC coordinator
10	Review of Faculty Publications	Discussed & Reviewed faculty publications.	It is decided to publish SCI/Scopus /UGC journals.	Research coordinator.
11	Review of academic audit	Discussed about Audit Non conformities.	It is decided to close all non conformities within 3 days with follow up audit.	IQAC coordinator
12	5S Practices	Discussed about excellence in safety	To Create awareness for students and employees through 5S audit	Dr.P.Rajasekaran
13	MOUs	Discussed about all dept MOUs	It is decided to make action plan for effective implementation.	HODs
13	Training & Placement	Training and placement report were discussed	Training partners for Add-on Courses to be identified and Proposal to be submitted.	Dr.R.Rajesh
14	Admissions: Target and delegation of responsibilities	Discussed about the admission strategies and reviewed the previous year admission	Brand building strategies to be adopted to increase the admissions in the pandemic situation.	Mr.R.Karthikeyan

The meeting concluded at around 1.00 PM.

PREPARED BY

(Co-ordinator - etc)

Copy to: All Members

For Information: The Management



APPROVED BY

S. C. M. 14/5/2022

Principal

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