



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: 20.09.2022

Next meeting of IQAC Cell is proposed on: 12.01.2023

Venue: PMC Tech

Time: 11:00 am

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| 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.S.Senthilkumar., 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. Mr. SaiChandru, IV MCO, 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	Autonomous preparation
02	Quality of question papers & Assignment
03	Project review meetings
04	Co-Curricular Action plan & review
05	International conference
06	NAAC AQAR preparation
07	NAAC seminar grant proposal submission
08	NBA committee evaluation report review
09	Road map for NEP implementation
10	Review of academic audit
11	Faculty Appraisal
12	Energy , Green ,Environment Audits
13	Add on & Value added courses
14	Placement Review
15	Induction programme schedule

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	Autonomous	The requirement as per the UGC 2018 regulation for conferment of autonomous from UGC was discussed.	It was decided to allocate the dedicated space for COE office and working space. Other requirements are in place.	Dr.S.Chitra
4	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
5	Project review meetings	Discussed about quality of Projects	It is resolved to engage industry projects and each sem to conduct 3 projects reviews.	HODs
6	Co-Curricular Action plan & review	Discussed about review of cocurricular action plan	It is resolved to prepare cocurricular action plan based on Gaps identified by the subject, Professional body activity and MOUs.	IQAC coordinator
7	International conference	Discussed about organization of International conference	It is decided to organize the international conference and best papers publish in Scopus journals.	Research coordinator.
8	NAAC AQAR Submission	Discussed about the AQAR report	Informed to criteria coordinators to update for AQAR submission as per the guideline of NAAC	Dr.M.Sahithullah

9	NAAC seminar grant proposal submission	Discussed about seminar proposal preparation regarding revised guidelines in NAAC	It is decided to apply this seminar proposal for NAAC grant	IQAC
10	NBA Process	Discussed about Member coordinator submitted the weaknesses identified by the NBA expert team and proposed the action plan	It was decided that the HODS will minutely go through the NBA expert evaluation report and submit the action plan to overcome all the compliances identified by the NBA expert committee.	HODS
11	Roadmap for NEP implementation	Discussed NEP implementation	It is decided to draft road map for effective implementation	IQAC coordinator
12	Review of academic audit	Discussed about Audit Non conformities.	It is decided to close all non conformities with in 30 days with followup audit.	IQAC coordinator
13	Faculty Appraisal	Discussed about the faculty appraisal reports	Faculty appraisal analysis report was reviewed for award and reward	Dr.M.Suresh
14	Energy , Green ,Environment Audits	Discussed about Energy , Green ,Environment Audits as per the practice	It was decided to identify external agency or experts and complete the audits by November 30 th 2022.	Dr. M.Sahithullah
15	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
16	Induction Program plan	Discussed about first year Induction program schedule for UG & PG courses.	It is proposed to submit detailed action plan for Induction programme.	HODS

The meeting concluded at around 1.00 PM.

PREPARED BY

(Coordinator - IQAC)
Copy to: All Members

For Information: The Management



APPROVED BY

S. S. Sathya
Principal

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