



# A.R. ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Anna university, Chennai)  
Vadakuchipalayam, Kappiyampuliyur post, Villupuram-605601, Tamilnadu.

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### CIRCULAR

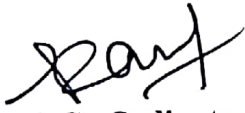
Ref: AREC/IQAC/2021-2022/01

01.07.2022

It is hereby informed to all HoD's that IQAC meeting is planned to conduct on 2<sup>nd</sup> July 2022 at 10 am in IQAC . All the members are advised to attend the meeting positively.

#### Agenda

- Academic Schedule Planning
- Discussion of First year Admissions.
- Requirements by Departments for the academic year 2022 – 2023.
- The importance of Research activities and Faculty.

  
IQAC Co-Ordinator

  
PRINCIPAL



**IQAC COORDINATOR**  
A.R. ENGINEERING COLLEGE  
VADAKUCHIPALAYAM,  
KAPPIYAMPULIYUR POST,  
VILLUPURAM - 605 601.

Copy To:

Principal – AREC

IQAC – Members

All HoD's



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**Dr. R. PANNEERDHASS, M.E., Ph.D.,**  
PRINCIPAL  
A.R. ENGINEERING COLLEGE  
VADAKUCHIPALAYAM,  
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## Minutes of IQAC Meeting ( July 2022 - September 2022)

IQAC Meeting Information			
Objective	To review of the academic performance of the college		
Date	02.07.2022	Location	IQAC
Time	10.00 A.M	Meeting type	Quality Objectives Setting
Called by	IQAC Coordinator	Facilitator	Mr.P.Saravanan
Timekeeper	Mr.S.Ramamoorthy	Note Taker	Mr.R.Udhayakumar
Submitted by	Dr.R.Panneerdhass	Approved by	Dr.R.Panneerdhass
Attendees	Ms.R.Sandhiya Priya	Dr. V.Girija	
	Mr.G.Sathiyaraj	Mr.D.Manikandan	
	Ms.K.Saranya	Mr.R.Sathish	
	Ms.V.Maha	Dr.B.Ezhilavan	
	Mr.P.Saravanan	Dr.M.Vivekanandhan	
	Mr.D.Suresh Kumar	Mr.K.Manikandan	
	Mr.K.Sakthivel	Ms.R.Janani	
		Mr.K.Rajadurai	
Agenda Items		Presenter	Time Allotted
1	Welcoming the IQAC members for the first meeting of the academic year 2022 – 2023.	Dr.R.Panneerdhass	2 Minutes
2	Introduction of IQAC members.	Mr.R.Udhayakumar	5 Minutes
3	Discussion on importance of IQAC.	HoDs	5 Minutes
4	Discussion regarding the academic schedule.	HoDs	10 Minutes
5	Discussion regarding the first year admissions.	HoDs	10 Minutes
6	Discussion regarding the NAAC Assesment.	HoDs	10 Minutes



  
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7	Discussion regarding the NBA Assessment process.	HoDs	10 Minutes
8	Discussion regarding the submission of requirements by the departments for the academic year 2022 – 2023.	Physical Director	10 Minutes
9	Discussion regarding the importance of research activities and faculty.	Principal	10 Minutes
<b>Discussion</b>			
1	The IQAC Coordinator welcomed all the members of IQAC for the first IQAC meeting of the academic year 2022 – 2023.		
2	All the IQAC members introduced themselves to others.		
3	The importance and various activities of IQAC were briefed by the IQAC Coordinator.		
4	The college level academic calendar was presented by the Principal and the Heads of various Departments were requested to prepare their department academic calendar.		
5	The regulatory norms and procedure for first year admissions was briefed by the first year Coordinator.		
6	The Heads of various departments were requested to get ready for the NAAC Assessment.		
7	The Heads of various departments were requested to get ready for the submission of SAR for Assessment.		
8	The Heads of various Departments were requested to submit the requirement such as equipments, consumables, stationaries, etc.,		
9	The importance of research and development activities and faculty development was discussed.		
<b>New Action Items</b>		<b>Responsible</b>	<b>Due Date</b>
1	Submission and getting approval of department academic calendar.	HoDs	11.07.2022
2	Formation of admission committee.	HoDs	11.07.2022
3	Conduct of NAAC and NBA Assessment.	HoDs and Project Coordinates	As per the schedule
4	Submission of requirements such as equipments, consumables, stationaries, etc.,	Physical Director	11.07.2022



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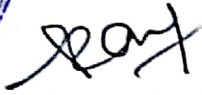


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5	Getting recognizez supervisor status and regarding for Ph.D, by the faculty members.	Principal	Immediate.
<b>Other Notes &amp; Information</b>			
The Management congratulates all the faculty members for thier tireless effort made during the academic year 2021 – 2022 for providing quality education to the rural community.			



  
IQAC Co-Ordinator

Copy to

1. IQAC File
2. Individual Members

**IQAC COORDINATOR**  
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VILLUPURAM - 605 601.

  
PRINCIPAL



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