



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/2021-2022/02

DATE:02.09.2022

It is hereby informed to all HoD's that IQAC meeting is planned to conduct on 3rd September 2022 at 10 am in IQAC. All the members are advised to attend the meeting positively.

Agenda

- Actual status completion syllabus of both practical and theory.
- University Examinations result analysis.
- Discussion regarding the Association activities.
- The outcome of class committee meeting.
- Industrial visits and In-plant training.
- The preparatory works for Final year student project work.
- Discussion regarding the conduct of science exhibition.



[Signature]
IQAC Co-Ordinator

[Signature]
PRINCIPAL

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

IQAC – Members

All HoD's



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[Signature]
Dr. R. PANNEERDHASS, M.E., Ph.D.
PRINCIPAL
A.R. ENGINEERING COLLEGE
VADAKUCHIPALAYAM,
KAPPIYAMPULIYUR POST,
VILLUPURAM-605 601.





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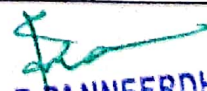
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Minutes of IQAC Meeting (October 2022- December 2022)

IQAC Meeting Information			
Objective	To review of the academic performance of the college		
Date	03.09.2022	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	Review of the minutes of the previous meeting	Mr.R.Udhayakumar	5 Minutes
2	Actual status of syllabus completion both theory and practical	HoDs	10 Minutes
3	Discussion regarding the University examinations result analysis	HoDs	10 Minutes
4	Discussion regarding the association activities.	HoDs	10 Minutes
5	Discussion on the outcome of Class Committee Meeting.	HoDs	10 Minutes
6	Discussion regarding the industrial visits and in-plant training.	HoDs	5 Minutes
7	Discussion regarding the preparatory works for final year students' project	HoDs	5 Minutes



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	work.		
8	Discussion regarding the conduct of Science Exhibition.	Physical Director	5 Minutes
9	Discussion regarding the outcome of NAAC Assessment.	Principal	10 Minutes
10	Discussion regarding the NBA Assessment.	Principal	10 Minutes
Discussion			
1	The minutes of previous meeting was reviewed and found all points stand completed.		
2	Actual status of syllabus completion both theory and practical was reviewed and found as per the academic schedule.		
3	The University examinations result for the even semester of the academic year 2017 - 2018 was received and found satisfactory.		
4	The status of conducting various association activities was reviewed and found as per the academic schedule of the departments.		
5	The minutes of the Class Committee Meeting - I was reviewed and a detailed discussion was made.		
6	Organizing industrial visits and making the students to go for in-plant training during the semester		
7	Formation of batches and execution of final year students' project work was discussed.		
8	Discussion regarding the conduct of Science Exhibition was made.		
9	The outcome of NAAC Assessment was briefed and all are congratulated by the management for getting NAAC accreditation.		
10	The actual status of NBA Assessment for accreditation was discussed.		
New Action Items		Responsible	Due Date
1	Conduct of various association activities as per the department academic calendar.	HoDs	As per schedule
2	Organizing industrial visits and in-plant training.	HoDs	Semester holidays
3	Formation of batches and execution of final year students' project work.	HoDs and Project Coordinates	Before the end of Odd Semester
4	Conduct of Science Exhibition	Physical Director	17.11.2022 & 18.11.2022

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Other Notes & Information

The Management and Principal requested all HoDs to take extra care on the slow learners by conducting special coaching classes during the study holiday periods.

IQAC Co-Ordinator

PRINCIPAL

Copy to

1. IQAC File
2. Individual Members



IQAC COORDINATOR
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