



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

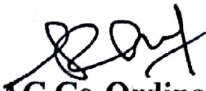
Ref: AREC/IQAC/2022-2023/03

03.01.2023

It is hereby informed to all HoD's that IQAC meeting is planned to conduct on 4th January 2023 at 10 am in IQAC. All the members are advised to attend the meeting positively.

Agenda

- Setting the benchmarks for measuring course outcomes.
- The outcomes of class committee meeting.
- Discussion of break system as per R-2017 Anna University.
- Discussion regarding the project work and evaluation methodology.
- Discussion regarding Industrial visits, Internships and In-plant training.
- Discussion regarding the model examinations and coaching class.
- Discussion regarding the end semester university theory and practical examinations.


IQAC Co-Ordinator


PRINCIPAL




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

Principal -
IQAC - Members

All HoD's




Dr. R. PANNEERDHASS, M.E., Ph.D.,
PRINCIPAL
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Minutes of IOAC Meeting (January 2023- March 2023)

IQAC Meeting Information			
Objective	To review of the academic performance of the college		
Date	04.01.2023	Location	IQAC
Time	10.00 A.M	Meeting type	Quality Objectives Setting
Called by	IQAC Coordinator	Facilitator	Mr.P.Saravanan
Timekeeper	Mrs.Shankari	Note Taker	Mr.R.Udhayakumar
Submitted by	Mr.S.Ramamoorthy	Approved by	Dr.R.Panneerdhass
Attendees	Dr.R.Panneerdhass	Dr.V.Girija	
	Ms.R.Sandhiya Priya	Mr.D.Manikandan	
	Mr.G.Sathiyaraj	Mr.R.Sathish	
	Ms.K.Saranya	Dr.B.Ezhilavan	
	Ms.V.Maha	Dr.M.Vivekanandhan	
	Mr.P.Saravanan	Mr.K.Manikandan	
	Mr.D.Suresh Kumar	Ms.R.Janani	
	Mr.K.Sakthivel	Mr.K.Rajadurai	
Agenda Items		Presenter	Time Allotted
1	Review of the minutes of previous meeting	Mr.R.Udhayakumar	2 Minutes
2	Discussion regarding the status of syllabus completion both theory and practical	Ms.K.Saranya	10 Minutes
3	Discussion about setting the benchmarks for measuring course outcomes	Ms.V.Maha	10 Minutes
4	Discussion regarding the outcome of the class committee meeting	Mr.D.Suresh Kumar	10 Minutes
5	Discussion about the break system as per R-2017 of Anna University	Mr.P.Saravanan	10 Minutes




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6	Discussion regarding the project work and evaluation methodology	Dr.V.Girija	10 Minutes
7	Discussion regarding students' Industrial visits, in-plant training and Internships	Mr.K.Sakthivel	10 Minutes
8	Discussion regarding the model examinations and coaching class	Mr.S.Ramamoorthy	10 Minutes
9	Discussion regarding the end semester university theory and practical examinations	Mr.D.Suresh Kumar	5 Minutes
Discussion			
1	The minutes of previous meeting was reviewd and found all points stand completed.		
2	Actual status of syllabus completion both theory and practical was reviewd and found as per the academic schedule.		
3	The target grade is set as a benchmark for each department. It was insisted to attain the course outcomes and programme outcomes based on the target.		
4	The minutes of the Class Committee Meeting - I was reviewd and a detailed discussion was made.		
5	The Heads of various departments were asked to conduct five project reviews and to prepare split up of marks of various project criteria based on the domain. It is also insisted to guide the students for presenting paper in the conference.		
6	The regulatory norms and procedure for break system in Anna University Regulation 2017 was briefed by the University Examination Cell coordinator.		
7	Organizing industrial visits and making the students to go for in-plant training during the semster holidays was insisted.		
8	The schedule for model examination and coaching class was reviewed. The faculty advisors were informed to monitor thier wards during the coaching class		
9	The acadmeic schedule for Anna University theory and practical examinations were reviewed.		
New Action Items		Responsible	Due Date
1	Submission of coaching class schedule	HoDs	As per the academic Calender
2	Syllabus Completion report	HoDs	12.04.2023
3	Submission of requirement such as equipments, consumables, stationeries,etc.,	HoDs	30.05.2023
4	Submission of List of Students and Staff for Academic Achievement Award	HoDs	13.03.2023




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5	Getting approval for various Association activities such as Symposis and Conferences	HoDs	Immediate
Other Notes & Information			
The management congratulates all the faculty members for thier tireless effort regarding NAAC visits and also for thier contrribution in providing quality education to the rural community.			

IQAC Co-Ordinator

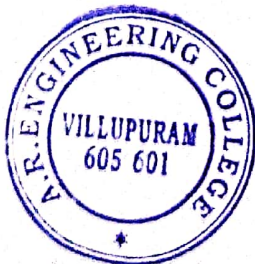
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1. IQAC File
2. Individual Members



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