

A.R. ENGINEERING COLLEGE, VILLUPURAM

Minutes of IQAC Meeting (January 2025- March 2025)

IQAC Meeting Information			
Objective	To review of the academic performance of the college		
Date	04.01.2025	Location	IQAC Cell
Time	10.00 A.M	Meeting type	Quality Objectives Setting
Called by	IQAC Coordinator	Facilitator	Dr.R.Anbazhagan
Timekeeper	Dr.V.Girija	Note Taker	Mr.R.Udhayakumar
Submitted by	Mr.A.Vinoth	Approved by	Dr.R.Panneerdhass
Attendees	1.Dr.R.Panneerdhass	9.Dr.R.Anbazhagan	
	2.Mr.A.Vinoth	10.Mr.R.Ramamoorthy	
	3.Mr.P.Saravanan	11.Mr.R.Udhaya Kumar	
	4.Mrs.P.Suganya	12.Mr.K.Sakthivel	
	5.Mr.B.Anandhakumar	13.Mr.D.Manikandan	
	6.Mr.R.Senthil Arasu		
	7.Dr.V.Girija		
	8.Dr.B.Jaga Jothi		
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	Mrs.P.Suganya	10 Minutes
3	Discussion about setting the benchmarks for measuring course outcomes	Mr. R.Senthil Arasu	10 Minutes

4	Discussion regarding the outcome of the class committee meeting	Mr.D.Manikandan	10 Minutes
5	Discussion about the break system as per R-2017 of Anna University	Mr.P.Saravanan	10 Minutes
6	Discussion regarding the project work and evaluation methodology	Mr.A.Vinoth	10 Minutes
7	Discussion regarding students' Industrial visits, in-plant training and Internships	Dr.R.Anbazhagan	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	Dr.B.Jaga Jothi	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 semester 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	12.04.2025
3	Submission of requirement such as equipments, consumables, stationeries,etc.,	HoDs	30.04.2025
4	Submission of List of Students and Staff for Academic Achievement Award	HoDs	13.03.2025
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



PRINCIPAL

IQAC COORDINATOR
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 All HoD's