

A.R. ENGINEERING COLLEGE, VILLUPURAM

Minutes of IQAC Meeting (April 2025- June2025)

IQAC Meeting Information			
Objective	To review of the academic performance of the college		
Date	05.04.2025	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 the previous meeting	Mr.R.Udhayakumar	5 Minutes
2	Discussion regarding the University examination question paper mapping and feedback	Mrs.P.Suganya	10 Minutes
3	Discussion regarding the internship and in-plant training	Mr. R.Senthil Arasu	5 Minutes

4	Discussion regarding the association valedictory function and performance of students in Co-curricular and Extra curricular activities	Mr.D.Manikandan	10 Minutes
5	Discussion regarding College Day, Sports Day and convocation	Mr.P.Saravanan	10 Minutes
6	Importance of attending Faculty, Development Programmes	Mr.A.Vinoth	10 Minutes
7	Discussion regarding the examination duties and vacation slot	Dr.R.Anbazhagan	10 Minutes
8	Discussion regarding the outcome of NBA Assessment	Mr.S.Ramamoorthy	10 Minutes
9	Discussion regarding the submission various requirements such as Equipment, Consumables, books and record notebooks etc.,	Dr.B.Jaga Jothi	5 Minutes
10	Discussion regarding the paper publication and Ph.D., registration	Dr.R.Panneerdhass	10 Minutes

Discussion

1	The minutes of previous meeting was reviewed and found all points stand completed.
2	In order to improve the quality of internal assessment method, the appropriate method of mapping university questions paper with internal examinations question paper was described. The method for sending feedback to university regarding the grievances in the university question paper was insisted.
3	Organizing industrial visits and making the students to go for in-plant training during the semester holidays was reviewed.
4	The status of conducting various association activities was reviewed and found as per the academic schedule of the departments. The student achievements in co-curricular and extra curricular were reviewed and it is found to be satisfactory.
5	The status of conducting college day and sports day was reviewed and detailed discussions were made.
6	The importance of attending Faculty Development Programmes on latest subjects was deliberated.
7	The duties and responsibilities of faculty members in University examinations was discussed. The

	schedule for summer vacation was informed.		
8	The outcome of NBA Assessment was briefed and all are congratulated by the management for getting NBA accreditation.		
9	The list of equipments, consumables, books, record note books required for academic year 2024 – 2025 were reviewed.		
10	The importance of publishing paper in the high impact journal was insited. The faculty members were motivated to register for Ph.D.,		
New Action Items		Responsible	Due Date
1	Conduct of special Coaching Class	HoD's	As per schedule
2	Organizing industrial visits and in-plant training	HoD's	Semester holidays
3	Submission of lecture notes and lab manuals	HoD's and Faculty members	Before the college commences for next semester
4	Getting recoginzed supervisor status and registering for Ph.D., by the faculty members	HoD's	Immediate
Other Notes & Information			
The Management and Principal requested all HoD's to take extra care on the slow learners by special coaching during the study holiday periods.			


IQAC Co-Ordinator



IQAC COORDINATOR
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Copy To:

Principal – AREC

IQAC – Members

All HoD's


PRINCIPAL