



# PONJESLY COLLEGE OF ENGINEERING

NAGERCOIL-629003.

PJCE/IQAC Meeting/2018-19/001

Date: 07-08-2018

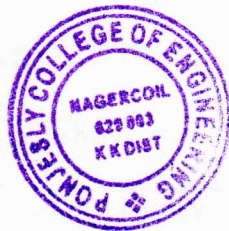
## CIRCULAR


This to inform that the IQAC meeting is scheduled on 09-08-2018 at 3:00pm. All the IQAC members are informed to attend the meeting.

Venue: Conference Hall

The agenda for the meeting....

1. Functioning of IQAC
2. Organizing Events
3. Publications of Research papers by the Faculty.
4. Certification and Value added courses.
5. Audit of Internal assessment Test Evaluation.



  
Principal

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2. The Office Superintendent
3. All HOD's
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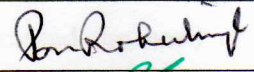
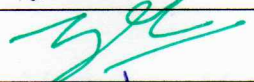
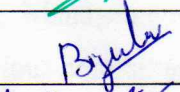
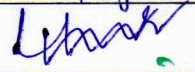

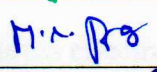
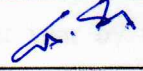



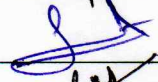
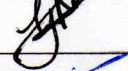
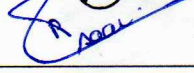

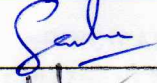

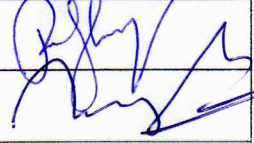
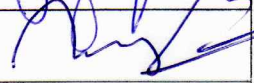
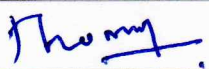
Date: 9-08-2018

Time: 03.00 PM

Venue: Conference Hall

**Minutes of the IOAC meeting held on 09-08-2018**

Members Attended:

Sl. No.	Name	Category	Signature
1	Shri. Pon Robert Singh	Patron	
2	Dr.K.Thyagarajan	Chair Person	
3	Mrs.Bijulah Singh	Management Representative	
4	Prof.M.R.Geetha	IQAC Coordinator	
5	Prof.S.Arulson Daniel	Senior Administrative Officer	
6	Prof.Shaju Prakash	Member-Faculty	
7	Dr.G.Arumugasamy	Member-Faculty	
8	Dr.V.Anand	Member-Faculty	
9	Prof.Manju.C.Thayammal	Member-Faculty	
10	Prof.Banerji	Member-Faculty	
11	Prof.A.Saravanan	Member-Faculty	
12	Prof.Preeta Sherly	Member-Faculty	
13	Prof.R.Isaac Sajan	Member-Faculty	
14	Prof.N.K.Arulraj	Member-Faculty	
15	Dr.Saleem	Member- Local Society	
16	Mr.Suryaraj	Member – Alumni	
17	Mr.Pon Jashwin Singh	Member – Industrialist	
18	Mr.Brijesh	Member – Student Member	
19	Mr.Thomas Prem Kumar	Member – Parent Member	

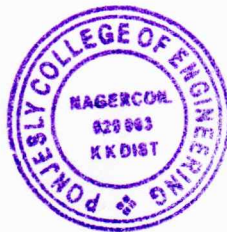


The meeting started with a prayer and commenced with the opening remark of the Principal Dr. K. Thyagarajan about the importance of IQAC and introduced the IQAC Coordinator Dr. M. R. Geetha Professor of ECE department to the members.

The Minutes discussed as;

- The coordinator briefed the functioning of IQAC. She also expressed the need of a centralized document repository.
- It was decided to organize various Events such as Symposium, Management Meet, Interdepartmental events, cultural, sports events, workshops and various committees were formed for the welfare of the students.
- The members had a discussion for establishing effective mechanism for the IQAC to focus on quality criteria.
- Discussion was held to implement Certification and value added courses effectively.
- The IQAC recommended publishing research papers at least one per year by faculty members in the SCOPUS / SCI / Web of Science / UGC Care Journals and indexed journals.
- It was decided to conduct an internal audit by HOD after every internal assessment to ensure correctness in evaluation and improve the evaluation system. HoDs are asked to counsel the evaluators if the margin of error is higher.
- It was decided to bring more number of MoUs for the benefit of students.

  
Coordinator- IQAC



  
Principal & Chairperson

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## ACTION TAKEN REPORT

- Learner centric environment has been created for quality education.
- Feedback has been received from all stake holders on quality related institutional process
- HoDs were insisted to maintain document of the various programmes leading to quality improvement.
- It was insisted to maintain institutional database for the purpose of enhancing institutional quality.

Coordinator- IQAC

Principal



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