



PONJESLY COLLEGE OF ENGINEERING

NAGERCOIL-629003.

PJCE/IQAC Meeting/2019-20/002

Date: 06-01-2020

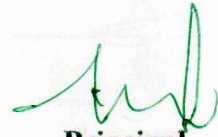
CIRCULAR


Internal Quality Assurance Cell (IQAC) meeting is scheduled on 10-01-2020 at 3:00 p.m. in the Conference Hall. All the IQAC members are informed to attend the meeting without fail.

Agenda for the Meeting....

1. Review of Previous Meeting
2. Review of academic Audit report
3. Review of Placement Activities
4. To review the department Level work for the NAAC preparation
5. Providing Health Insurance to the Faculties
6. Academic Progress




Principal

 PRINCIPAL
PONJESLY COLLEGE OF ENGINEERING
NAGERCOIL 629 003

Copy forward to:

1. The Honorable Chairman for kind information
2. The Office Superintendent
3. All HOD's
4. IQAC Committee members & File

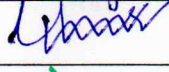
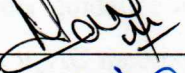

Minutes of the IOAC Meeting held on 10-01-2020

Date: 10-01-2020

Time: 03.00 PM

Venue: Conference Hall

Members Attended:

Sl. No.	Name	Category	Signature
1	Shri. Pon Robert Singh	Patron	
2	Dr. G. Natarajan	Chair Person	
3	Mrs. Bijulah Singh	Management Representative	
4	Dr. 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. Vineesh Muthu Raja	Member - Student Member	
19	Mr. Thomas Prem Kumar	Member - Parent Member	

The Minutes discussed as;

The IQAC coordinator welcomed the new IQAC members to the gathering and briefed the meeting agenda. The following points were deliberated in the meeting.


- Minutes of the previous meeting were read by the IQAC coordinator with the permission of the Principal and confirmed by the members.
- The Chairperson Dr. G. Natarajan, Principal requested all the members for open discussion.
- Academic audit report conducted in the previous term was reviewed and actions to be taken were discussed in detail. It was also decided that next audit will be in the 3rd week of April.
- The Chairperson Dr. G. Natarajan urged Heads of the Department to work towards achieving their Vision/Mission statements and in turn the Institution.
- Reports of Faculty publication was reviewed by IQAC members. They also appreciated the Research Coordinator's.
- Dr. G. Natarajan, Principal insisted to apply proposals round the year and fetch the grants from funding agencies like AICTE, DST etc.,
- IQAC coordinator presented the placement details and the various career guidance and training programs conducted in the last term as suggested in the previous IQAC meeting.
- All the members were asked to accelerate research, publication, Consultancy and MoUs in the respective Department.
- IQAC members reviewed the attainment of course outcomes and program outcomes and also various measures to improve outcomes in the upcoming years were suggested.
- Some more points were discussed pertained to NAAC and resolved as follows: OBE awareness needs to be enhanced among students and other stake holders.
- Curriculum gap need to be detailed and more concentration need to be given in identifying the curriculum gap.
- Assignment questions given to the fast learners should be in higher BT level which would motivate them to study beyond curriculum.
- FDP attended by the faculty need to be improved.
- NPTEL courses taken by Faculties and Students need to be improved.
- Mr. Thomas Prem Kumar – Parent Member, shared his experience about quality circle in Industry and expressed that the composition of IQAC is mandatory.

- Principal concluded the discussion and insisted about the imminent need of innovation cell in the college.
- There being no other points to discuss, IQAC coordinator proposed the vote of Thanks.


Coordinator- IQAC




Principal & Chairperson


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ACTION TAKEN REPORT

- The effectiveness of all the activities conducted in the previous year was verified and HoDs were instructed to conduct more number of activities.
- Department Heads were instructed to submit the academic audit report which was conducted at the end of the previous semester.
- Student centric learning approaches, such as Group Discussion, Seminar and Peer Teaching were implemented.
- Placement Training programs were arranged for Final Year students.
- HoDs were instructed to document the function of each committee effectively.
- Students were counselled to pursue higher studies to improve Higher education component..
- Students were encouraged to actively participate in events conducted in other reputed Institutions which will make the students more self-confident and self-reliant.


Coordinator- IQAC




Principal

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