



JAI SHRIRAM ENGINEERING COLLEGE

TIRUPPUR – 638 660

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Recognized by UGC & Accredited by NAAC and NBA (CSE and ECE)



INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

Academic year: 2023-24

Meeting No.: 04

Date & Time: 30.05.2024 & 02.00 PM

Venue: Board room

Members Present:

Sl. No.	Name of the members	Designation	Role
1.	Dr.R.Thirumalai	Principal	IQAC Chairman
2.	Shri.M.Govindasamy	Chairman	Management Representative
3.	Mr.K.Chandrasekaran	Administrative Officer	Member
4.	Dr.J.Nandhini	Professor/ ECE & Vice-Principal	IQAC Convener
5.	Dr.S.Muthukumar	Professor & HoD/ ECE	Member
6.	Dr.P.Megaladevi	Dean/MBA	Member
7.	Ms.A.Gokilavani	ASP & HoD/ CSE	Member
8.	Ms.P.Mallika	ASP & HoD/ AD	Member
9.	Dr.T.Suganthi	ASP & HoD/ FT	Member
10.	Dr.R.J.Golden Renjith Nimal	ASP & HoD/ Mech	Member
11.	Dr.S.Karthik	ASP & HoD/ Civil	Member
12.	Dr.N.Lakshmipriya	ASP & HoD/ EEE	Member
13.	Ms.P.Umapathy	AP & HoD/ S&H	Member
14.	Prof.N.Manoj.	Placement Coordinator	Member
15.	Mr.V.Arivu Thiravida Selvan	AP/ Civil	Member
16.	Mr.J.Melvin Jones	AP/ Mech	Member
17.	Mr.K.S.Balasubramaniam	Technical lead - CTS	Alumni Member
18.	Ms.R.Nandhini Devi	III Civil	Student Member
19.	Mr.S.Anilkumar	III Mech	Student Member

- Chairman of the IQAC welcomed the members of the IQAC and reviewed the previous meeting minutes and action taken report.
- All the class advisors and IQAC coordinators are advised to collect the student feedback on academics and ambience at the end of semester. The Action taken report to be

prepared as per the stated feedback and actions taken thereof. The threshold for the feedback is fixed as 80%.

- 20 Value Adding courses are organized during the academic year 2023-24 for all the students to improve their technical and employability skills. Guidelines for the Value adding Courses are to be released for the next academic year by the coordinator.
- Upcoming Final year students are advised to undergo One month Internship as per their curriculum immediately after their university exams and 2nd and 3rd year students are instructed to undergo one week In-plant training.
- Teaching Learning Centre is effectively functioning with various methodologies adapted for improving the delivery mechanisms of faculty members and learning of students. TLC Coordinator is advised to propose a seminar to the newly joining faculty members for the next academic year.
- Research publications in reputed journals and conferences are improved during this academic year. R&D coordinator is appreciated for the improvement and the same is expected for the next academic year.
- 75% of students are involved in various club and Cell activities organized inside and outside the campus.
- The allocated budget is utilized during the current academic year and the administrative officer is advised to propose the budget for the next academic year.
- Career counseling activities organized are very useful to the students in improving their placement and job opportunities. More number of activities are to be planned and executed for the betterment of the students.
- All the faculty members of the institution have actively participated and attended FDP organized by the institute and other organizations. It is advised to complete one NPTEL course per year for the faculty members and motivated students to undergo NPTEL courses.
- The meeting ended with the vote of thanks


IQAC Convener


Principal

Copy to:

1. The Chairman and Vice – chairman for kind information
2. IQAC Members
3. HoD's for circulation among faculty members
4. Office & File